

Regular Meeting #12 August 9, 2016

A Regular Meeting of Council convened in the Council Chambers at 7:00 p.m. in the presence of Mayor Steve Tessier, Councillors (with the exception of Councillor Bursey), Chief Administrative Officer, Dan Noseworthy, Town Clerk, Gail Pomroy, Director of Engineering and Public Works, Jennifer Norris, Director of Finance, Liz Davis, Director of Planning and Development, Elaine Mitchell, Director of Economic Development and Tourism, Jennifer Lake, Fire Chief John Heffernan and Communications Coordinator, Kristina George.

1. ADOPTION OF AGENDAS AND MINUTES

a. Adoption of the Meeting Agenda for August 9, 2016

Resolution #16-269
Councillor Murphy/Councillor Connors

Be it so resolved that the agenda of the meeting of August 9, 2016 be adopted as presented.

- carried unanimously

b. Adoption of the Meeting Minutes of July 12, 2016

Resolution #16-270
Councillor Connors/Councillor Murphy

Be it so resolved that the minutes of the meeting of July 12, 2016 be adopted as presented.

- carried unanimously

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. VISITORS, PRESENTATIONS AND PETITIONS

a. Council Travel – January – June 2016

Name	Reason for Travel	Budgeted Amount	Registration Amount	Total Amount
Steve Tessier	UMC Mtg - Deer Lake	\$1,500	\$0.00	\$1,021.52
Evan Bursey	MNL Symposium - Gander	\$1,000	\$250.00	\$1,184.42
Steve Tessier	UMC Mtg - Clarenville	\$1,000	\$0.00	\$477.59

b. Single Parent Association (SPAN)

Mayor Tessier presented the proceeds of the outdoor movie held during the Kelligrews Soiree 2016 and a donation of school supplies to the Single Parent Association. Single Parent Association of Newfoundland Representative, Elaine Balsom was in attendance. Emily Lockyer (Chair), Noah Quilty, and Carissa Haines of the Youth Advisory Committee were also in attendance for the presentation.

c. 2016 NL Summer Games Committee

Chairperson Eric Schibler of the 2016 NL Summer Games Committee was in attendance to provide an update. He advised that the Committee are finalizing the details for next week's games. He expressed appreciation on behalf of the Committee to the Town for all of the assistance provided.

4. RECOMMENDATIONS OF PLANNING AND DEVELOPMENT COMMITTEE

(Chair, Councillor Beverley Rowe)

Transferred from Committee of the Whole Meeting #17

1. Rescind Permit – Cemetery Road, Seal Cove

Resolution #16-271 **Councillor Rowe/Councillor Tilley**

Be it so resolved that a permit (16-G-099) issued on July 4, 2016 for general repairs to an existing wharf and stage located at Cemetery Road, Seal Cove be revoked in accordance with Section 4.12 of the Development

Regulations on the grounds that the applicant is not the owner and that the work has extended beyond the scope of the permit.

- carried unanimously

Presentation of recommendations of meeting held on August 1, 2016

1. Request for Proposals – Flood Plain Policy

Resolution #16-272
Councillor Rowe/Councillor Murphy

Be it so resolved that the Flood Plain Policy Request for Proposals be released as presented.

- carried unanimously

2. Correspondence – Habitat for Humanity

Resolution #16-273
Councillor Rowe/Councillor Tilley

Be it so resolved that the Town waive all fees and costs associated with the development of a Habitat for Humanity project at 43-47 Delaneys Road, Foxtrap, and that the Town refund the \$500 deposit.

- carried unanimously

3. Planning and Development Committee Meeting Report

Resolution #16-274
Councillor Rowe/Councillor Connors

Be it so resolved that the recommendations/decisions made at the Planning and Development Committee Meetings of August 1, 2016, be accepted as presented with the exception of #3 and #5 which will follow by separate vote.

- carried unanimously

The Planning and Development Committee Meeting Report of August 1, 2016, contains the following recommendations:

1. Expropriation – 872 Conception Bay Highway, Kelligrews

Recommendation:

Be it so resolved that the Town accept the claim of \$4,761.00, as well as the replacement of trees as compensation for the expropriated parcel of land at 872 Conception Bay Highway. Funds are available in account # 01-302-1000-5510.

2. Ratification of Decision – 15 Indian Pond Road, Seal Cove

Recommendation:

Be it so resolved that the decision to allow an additional 60 days for the removal of a building extension at 15 Indian Pond Road, Seal Cove be ratified.

4. Correspondence – 14 Pine Tree Road, Foxtrap

Recommendation:

Be it so resolved that the request under section 18 of the Fence Regulations to increase the maximum height of a fence along the north boundary of 14 Pine Tree Road, Foxtrap be denied on the grounds that a fence in front of the building line cannot exceed 1.4 metres and, as a result, the non-commercial activities on the property will not be screened.

4. Ratification of Decision – 86 Daniels Road, Seal Cove

Resolution #16-275
Councillor Rowe/Councillor Murphy

Be it so resolved that decision to issue development approval for a pre-existing building lot at 86 Daniels Road under section 5.15 of the Town's Development Regulations be ratified.

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

5. Non-Compliance - 97 Morgans Road, Seal Cove

Resolution #16-276
Councillor Rowe/Councillor Murphy

Be it so resolved that the matter related to 97 Morgans Road, Seal Cove be referred to the Town's solicitor for legal action.

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

Deputy Mayor George declared a conflict of interest on 86 Daniels Road and 97 Morgans Road. He vacated the Chamber at 7:15 p.m. and returned at 7:17 p.m.

**5. RECOMMENDATIONS OF ENGINEERING AND PUBLIC WORKS COMMITTEE
(Chair, Councillor Richard Murphy)**

Transferred from Committee of the Whole meeting #16

1. 2014 Street Upgrading and Paving

**Resolution #16-277
Councillor Murphy/Deputy Mayor George**

Be it so resolved that pending approval from the Department of Municipal Affairs, the Town proceed with self-administration for the reallocated funds portion, "Part B", of the 2014 Street Upgrading and Paving totalling \$800,000.

AND FURTHER

Be it so resolved that approval be given to call tender for 2014 Street Upgrading and Paving – Part B project.

- carried unanimously

Presentation of recommendations of meeting held on August 2, 2016

1. Capital Fleet

**Resolution #16-278
Councillor Murphy/Deputy Mayor George**

Be it so resolved, approval be given to purchase 3/4 Ton Regular Cab from the MASH tender at an approximate cost of \$30,000.00.

AND FURTHER

Approval be given to call tender for Fire Truck Fibreglass space cap and accessories.

- carried unanimously

2. Approval to Call Tender for Painting of Fire Pumper

Resolution #16-279
Councillor Murphy/Deputy Mayor George

Be it so resolved that approval be given to call tender for the painting of fire pumper.

- carried unanimously

3. Engineering and Public Works Committee Meeting

Resolution #16-280
Councillor Murphy/Deputy Mayor George

Be it so resolved that the recommendations/decisions made at the Engineering and Public Works Committee Meetings of August 2, 2016, be accepted as presented.

- carried unanimously

The Engineering and Public Works Committee Meeting of August 2, 2016, included the following recommendations:

1. Ratification for PO#2016-2801 – McDonalds Lift Station

Recommendation:

Be it so resolved that approval be given to ratify PO # 2016-2801 in the amount of \$10,100.00 plus HST to purchase a new pump for the McDonalds Lift Station. Funds to be taken from account #01-401-1000-7405.

2. Fee Proposal – Bishops Road Traffic Lights

Recommendation:

Be it so resolved that approval be given to enter into agreement with Harbourside Transportation Consultants for the design and tender of Bishops Road Traffic Light Upgrade at an approximate cost of \$15,400.00 plus HST. Funds to be taken from account #01-302-1000-5510.

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

Presentation of recommendations of meeting held on August 2, 2016

1. Recreation and Leisure Services Committee

**Resolution #16-281
Councillor Connors/Councillor Youden**

Be it so resolved that the recommendations/decisions made at the Recreation and Leisure Services Meeting of August 2, 2016 be accepted as presented.

- carried unanimously

**7. RECOMMENDATIONS OF FINANCIAL AND ADMINISTRATIVE SERVICES COMMITTEE
(Chair, Deputy Mayor George)**

Transferred from Committee of the Whole meeting #16

1. 2015 Audited Financial Statements

**Resolution #16-282
Deputy Mayor George/Councillor Rowe**

Be it so resolved that the Town accept and present the Audit Report as completed by Grant Thornton, Chartered Accountants. This document is hereby tabled for public review and a copy shall be forwarded to the Minister of the Department of Municipal Affairs indicating the completion of our audited statement for the fiscal year 2015.

- carried unanimously

2. Appointment of Auditors

Resolution #16-283

Deputy Mayor George/Councillor Connors

Be it so resolved that the Town of Conception Bay South appoint Grant Thornton as its auditor for the year ended December 31, 2016.

- carried unanimously

Presentation of recommendations of meeting held on August 2, 2016

1. Accounts Payable Cheque Register

Resolution #16-284

Deputy Mayor George/Councillor Rowe

Be it so resolved that approval be given to pay cheques totaling \$232,466.38 as per the Accounts Payable Cheque Register Report.

- carried unanimously

2. Ratification of Manual Cheques Previously Released

Resolution #16-285

Deputy Mayor George/Councillor Connors

Be it so resolved that approval be given to ratify the payment of manual cheques previously released totaling \$1,058,695.96 as per the Manuel Cheque Register Report.

- carried unanimously

3. Capital Invoices

Resolution #16-286
Deputy Mayor George/Councillor Bent

Be it so resolved that approval be given to pay capital cheques totaling \$476,238.51 as listed in the Financial Services Minutes of August 2, 2016.

- carried unanimously

4. Tax and Other Receivables Adjustments

Resolution #16-287
Deputy Mayor George/Councillor Connors

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

THEGR001	\$2,820.00
WOODR005	\$36.06
BLUSH001	\$505.44

- carried unanimously

5. Approval to Pay – St. John’s Regional Communications Center – 911 Service

Resolution #16-288
Deputy Mayor George/Councillor Rowe

Be it so resolved that approval be given to pay the St. John’s Regional Communications Center for 911 Service of 2016 in the amount of \$16,075.21. This is a budgeted item and funds are available in account 01-107-1000-7250.

- carried unanimously

6. Approval to Pay – St. John’s Regional Fire Services – Standby Allocation

Resolution #16-289
Deputy Mayor George/Councillor Connors

Be it so resolved that approval be given to pay the St. John’s Regional Fire Service for the 2016 stand-by allocation in the amount of \$15,946.64. This is a budgeted item and funds are available in account 01-201-1000-7255.

- carried unanimously

7. Ratification of Purchase - Water Rescue Equipment

Resolution #16-290
Deputy Mayor George/Councillor Bent

Be it so resolved that approval be given to ratify the purchase of water rescue equipment from Nord Marine at a cost of \$8,384.47 including HST, the lowest of the three quotes received. Funds are available in capital out of revenue.

- carried unanimously

8. Donation Request – Wounded Warriors Canada

Resolution #16-291
Deputy Mayor George/Councillor Youden

Be it so resolved that approval be given for a \$600 donation to Wounded Warriors Canada in support of the 3rd Annual Wounded Warrior Canada Charity Golf Tournament to be held on September 2, 2016. Funds are available in account #01-101-1000-7705.

- carried unanimously

9. Financial and Administrative Services Committee Report

Resolution #16-292
Deputy Mayor George/Councillor Rowe

Be it so resolved that the recommendations/decisions made at the Financial and Administrative Services Committee Meeting of August 2, 2016 be accepted as presented.

- carried unanimously

8. RECOMMENDATIONS OF ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE
(Chair, Councillor Darrin Bent)

Presentation of recommendations of meeting held on August 1, 2016

1. Business Tax Incentive Program Application for New and Expanding Businesses – Good 2 Grow

Resolution #16-293
Councillor Bent/Councillor Tilley

Be it so resolved that Good 2 Grow be accepted into the Business Tax Incentive Program for New and Expanding Businesses.

- carried unanimously

2. Communications Audit and Plan

Resolution #16-294
Councillor Bent/Councillor

Be it so resolved that approval be given to call a Request for Proposals for a Communications Audit and Strategic Communications Plan.

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

Mayor Tessier declared a conflict of interest as he is owner of business who may submit a proposal on this RFP. He vacated the Chamber at 7:29 p.m. and returned at 7:31 p.m. Deputy Mayor George took the chair in his absence.

3. 2017 Traveller's Guide

Resolution #16-295
Councillor Bent/Councillor Connors

Be it so resolved that approval be given for the placement of an ad in the 2017 Traveller's Guide at a cost of \$2,035 plus HST. Funds are available in account 01-502-1000-7005.

- carried unanimously

4. Economic Development and Tourism Committee Report

Resolution #16-296
Councillor Bent/Councillor Rowe

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee Meeting of August 1, 2016 be accepted as presented.

- carried unanimously

9. RECOMMENDATIONS OF FIRE, ENFORCEMENT AND PUBLIC SAFETY COMMITTEE

Transferred from Committee of the Whole Meeting #17

1. Order – 75 Church Road

Resolution #16-297
Councillor Youden/Councillor Murphy

Be it so resolved that the Order issued July 18, 2016 under the Municipalities Act, 1999 and the Waste Disposal and Property Regulations requiring the property owner of 75 Church Road to repair or demolish the dwelling and bring the property in compliance with Town Regulations, on or before August 15, 2016 be confirmed.

- carried unanimously

2. Order – 14 Pine Tree Road, Kelligrews

Resolution #16-298
Councillor Youden/Councillor Tilley

Be it so resolved that the Order issued August 3, 2016 under the Municipalities Act, 1999 and the Waste Disposal and Property Regulations requiring the removal of all inoperable vehicles and parts from the property and bring the property in compliance with Town Regulations, on or before August 17, 2016 be confirmed.

- carried unanimously

10. OTHER COMMITTEE REPORTS

Nil

11. NEW BUSINESS

Councillor Bent

reminded residents that the Canadian Armed Forces Snowbirds will be performing on August 23, 2016 at St. Edward's Elementary School field.

expressed congratulations to Michael and Sandra Walsh of Michael's Jewellery who received the national award of Canadian Jewellery Group's Eastern Retailers of the Year for 2015.

advised that the 5th annual Bright Business Awards Lunch will be held on October 20th. Nomination packages are available on the Town's website and at www.enterprisecbs.ca.

Councillor Tilley

stated that the Conception Bay South Minor Softball Association will host a fastpitch tournament on August 25 – 28, 2016 at Sgt. Ned Nugent's field. He encouraged residents to attend.

expressed appreciation to Town staff for the quick work repairs the water main breaks last weekend. He also expressed his appreciation to residents for their patience.

Councillor Rowe

requested a letter of congratulations be sent to Michael's Jewellery for receiving the award as mentioned by Councillor Bent.

expressed congratulations to Conception Bay South resident, Adrian Heffernan on receiving the Meritorious Service Medal. This medal was given to acknowledge Mr. Heffernan's leadership and dedication to the Church Lads Brigade. She requested a letter of congratulations be sent to Mr. Heffernan.

stated that the Urban and Agricultural survey closed on August 4, 2016. She advised that the responses will be analyzed and considered.

Councillor Youden

referenced a letter received from the CFIB which indicated that the Town of Conception Bay South was the only municipality in Newfoundland and Labrador to have submitted their audited financial statements for the 2014 year by the due date. He expressed congratulations to the Director of Finance and the staff of the department.

Councillor Murphy

stated that the water main breaks this past weekend were a result of a surge in pressure in the lines. He stated that the cause of the surge has not been identified as of yet. He congratulated and thanked staff for working all weekend to get the repairs done.

Councillor Connors

stated that the family fun day at the Still on Friday was a very successful event.

stated that Pirate Day will be held on Saturday this year, August 27, 2016 from 2-4.

stated that the 2016 NL Summer Games will be held next week and that he is looking forward to a wonderful week with the best athletes in the province. He encouraged residents to come out to enjoy the games.

Mayor Tessier

stated that the coverage being received for the NL Summer Games has been great for the Town of Conception Bay South. He stated that the investment the Town has made was worth it.

thanked the Conception Bay South Fire Department and other staff involved in the fire/abduction/murder that occurred in Conception Bay South last weekend. He noted that the Police Chief of the Royal Newfoundland Constabulary contacted him to thank the Town for our assistance and professionalism.

expressed appreciation to the Engineering and Public Works staff for their work on the water main breaks over the past weekend.

stated that Premier Ball was in attendance to unveil a new motorcycle licence plate for veterans on August 4, 2016. He stated that it was an honour to host this announcement for the Premier.

12. ADJOURNMENT

The meeting adjourned at 7:54 p.m.

Resolution #16-299
Councillor Rowe/Councillor Youden

Be it so resolved that the meeting adjourn.

- carried unanimously

Steve Tessier
Mayor

Gail Pomroy
Town Clerk