

Regular Meeting #19 December 6, 2016

A Regular Meeting of Council convened in the Council Chambers at 7:00 p.m. in the presence of Deputy Mayor Ken George, Councillors (with the exception of Mayor Tessier), Chief Administrative Officer, Dan Noseworthy, 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 Economic Development, Jennifer Lake, Fire Chief John Heffernan and Communications Coordinator, Kristina George.

1. ADOPTION OF AGENDAS AND MINUTES

a. Adoption of the Meeting Agenda for December 6, 2016

Resolution #16-433
Councillor Youden/Councillor Tilley

Be it so resolved that the agenda of the meeting of December 6, 2016 be adopted as presented.

- carried unanimously

b. Adoption of the Meeting Minutes of November 15, 2016

Resolution #16-434
Councillor Murphy/Councillor Connors

Be it so resolved that the minutes of the meeting of November 15, 2016 be adopted as presented.

- carried unanimously

2. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

3. VISITORS, PRESENTATIONS AND PETITIONS

- a. Rotary Club of the Avalon Northeast representatives, Rhonda Caldwell, Mike Siscoe and Hedley Blunden, were in attendance to make a presentation to the Town of Conception Bay South in appreciation of partnership on several local projects.
- b. Habitat for Humanity representatives, Tyrone Wheeler and Sandra Whiffen, were in attendance to present the ceremonial shovel and provided an update on the Conception Bay South project.
- c. Deputy Mayor George read the following statement:

On Sunday, November 27th a parent's worst nightmare played out before their eyes at the Robert French Memorial Stadium. A child in considerable distress. While playing hockey with his North East team, eleven year old Daniel Freeman collapsed on the bench while his parents and grandparents watched the game. There were many heroes that day that included the CBS Fire Department, Fewer's Paramedics, and officials at the Health Science Center. But it is a certainty that these professionals would not have been given the opportunity to perform their duty without the quick action of others at the stadium that day.

The two coaches, Ian Howlett and Corey Critch, identified that Daniel was in distress. After Ian immediately tended to Daniel, Town employee, Corey carried him across the ice where he was met by stadium attendant Barry Mullins who directed Corey to the First Aid Room, picking up the AED on the way. While these individuals were applying the apparatus on Daniel, canteen worker Yvonne Fleming consoled Daniel's parents and grandparents and controlled the crowd outside the First Aid room.

Officials of the HSC contacted the Town to commend those involved in the situation.

This is the email from the nurse.

Hi,

I am writing on behalf of the Janeway Pediatric Intensive Care Unit to commend the staff at the Robert French Arena on their heroism yesterday with the cardiac arrest. You did a phenomenal job! The child would not be alive today without your quick action and use of the AED. Thanks for sending the information from the AED. It helped to diagnose and treat the patient. The cardiologist was just in the unit and asked to send a reminder

to replace the memory card for the AED in case it was removed. This memory card saves information that can be very valuable for diagnosis in the event it needs to be used again. He has said in the past the memory card in other AEDS had been removed and then not replaced. Once again thanks from the bottom of our hearts. You went above and beyond and words cannot express how grateful we are.

Sincerely,
Starlene Lundrigan

At this time I would like to call Mary Ann Butt of the Heart and Stroke Foundation to honour the four individuals mentioned above.

Mary Ann Butt, Frank Healey, Chris Abbott and Sherry Healey were in attendance and honoured the following individuals:

Corey Critch
Ian Howlett – Not in attendance
Barry Mullins
Yvonne Fleming

**4. RECOMMENDATIONS OF PLANNING AND DEVELOPMENT COMMITTEE
(Chair, Councillor Darrin Bent)**

Presentation of recommendations of meeting held on November 28, 2016.

1. 2015 National Building Code of Canada

**Resolution #16-435
Councillor Bent/Councillor Bursey**

Be it so resolved that the 2015 editions of the National Building Code of Canada, the National Fire Code, the National Plumbing Code and the National Energy Code for Buildings be adopted and come into effect on January 1, 2017.

- carried unanimously

2. Land Acquisition – Seal Cove Road, Seal Cove

Resolution #16-436
Councillor Bent/Councillor Rowe

Be it so resolved that the Town acquire a parcel of land on Seal Cove Road, Seal Cove as part of the ATV Staging Area for \$13,020. Funds are available in account number 01-501-1000-5090.

- carried unanimously

3. Gateway Integrated Trail – 26 Hibbs Road, Kelligrews

Resolution #16-437
Councillor Bent/Councillor Rowe

Be it so resolved that the Town acquire a parcel of land on the east side of Lower Gullies River for the purpose of completing the Gateway Integrated Trail at a cost of \$80,134 plus HST. Funds are available in account number 01-501-1000-5090.

AND FURTHER

Be it so resolved that quote from Craig Nightingale Surveys Limited to complete surveys for a parcel of land on the east side of Lower Gullies River and remnant be approved at a cost of \$4,950 plus HST. Funds are available in account number 01-501-1000-5099.

- carried unanimously

4. Legal – 15 Perrins Road, Long Pond

Resolution #16-438
Councillor Bent/Councillor Youden

Be it so resolved that the Town enter 15 Perrins Road, Long Pond, and remove all materials in relation to an order issued on May 26, 2014, with all costs to be charged back to property tax account.

- carried unanimously

5. Tender 16-20 Purchase of One (1) New Large Format Multifunction Inkjet Printer (Print/Scan/Copy)

Resolution #16-439
Councillor Bent/Councillor Rowe

Be it so resolved that approval be given to award Tender 16-20 Purchase of One (1) New Large Format Multifunction Inkjet Printer (Print/Scan/Copy) to Cansel Survey Equipment of St. John's, Newfoundland and Labrador at a cost of \$16,438.10 including HST. Funds are available in account # 01-501-1000-5090.

- carried unanimously

6. Planning and Development Committee Meeting Report

Resolution #16-440
Councillor Bent/Councillor Bursey

Be it so resolved that the recommendations/decisions made at the Planning and Development Committee Meeting of November 28, 2016, be accepted as presented.

- carried unanimously

The Planning and Development Committee Meeting Report of November 28, 2016, contains the following recommendation:

1. Invoice - Geo-Matics Services Ltd.

Recommendation:

Be it so resolved that the invoice from Geo-Matics Services Ltd. for digital mapping services for \$6,902.70 plus HST be approved. Funds are available in account 01-501-1017-8055.

2. Crown Land Application – Perrins Road, Long Pond

The following recommendation is presented for Council consideration:

Recommendation:

Be it so resolved that the Town indicate no objection to the acquisition of Crown Land along the shoreline at Perrins Road to facilitate the replacement of a deteriorated boat stage.

**5. RECOMMENDATIONS OF ENGINEERING AND PUBLIC WORKS COMMITTEE
(Chair, Councillor Paul Connors)**

Transferred from Committee of the Whole Meeting #28

**1. Water and Sewer, Phase 47
Clean Water and Wastewater Fund**

**Resolution #16-441
Councillor Connors/Councillor Bursey**

Be it so resolved that the pre-design surveying for the CWWF program be awarded to Progressive Engineering Consultants for the quoted price of \$9,900 plus HST. Funds are available in the project account.

AND FURTHER:

Be it so resolved that approval be given to call a request for proposals for engineering services for Water and Sewer, Phase 47, as funded by the Clean Water and Wastewater fund.

- carried unanimously

Presentation of recommendations of meeting held on November 29, 2016

1. Chlorine Gas Detection System – Cronins Head Sewage Treatment Plant

Resolution #16-442
Councillor Connors/Councillor Bent

Be it so resolved to award the replacement of the chlorine gas detection system to K&D Pratt at the quoted price of \$8,581.30, including HST and installation. Funds to be taken from account # 01-402-1000-7025.

- carried unanimously

2. Approval to Purchase – Snow Plow Blade and Spreader

Resolution #16-443
Councillor Connors/Councillor Tilley

Be it so resolved that approval be given to purchase a salt spreader in the amount of \$6,700.00 plus HST and a snow plow blade in the amount of \$8,200.00, plus HST from Western Hydraulic. Funds to be taken from account # 01-301-1000-5410.

- carried unanimously

3. Ratification for PO # 2016-4503

Resolution #16-444
Councillor Connors/Councillor Murphy

Be it so resolved, that approval be given to Usinage Pro 24 Inc. to ratify PO #2016-4503 in the amount of \$12,230.00 plus HST. Funds to be taken from account 01-301-1000-5415.

- carried unanimously

4. Engineering and Public Works Committee Meeting

Resolution #16-445
Councillor Connors/Councillor Bent

Be it so resolved that the recommendations/decisions made at the Engineering and Public Works Committee Meetings of November 29, 2016, be accepted as presented.

- carried unanimously

The Engineering and Public Works Committee Meeting of November 29 2016, included the following recommendation:

1. Approval to Dispose of Units 240, 249, 408

Recommendation:

Be it so resolved approval be given to dispose of Units 240, 249 and 408.

6. RECOMMENDATIONS OF RECREATION AND LEISURE SERVICES COMMITTEE (Chair, Councillor Gerard Tilley)

Transferred from Privileged Meeting #28

1. Tender 16-13 Purchase and Installation of Two (2) LED Signs –Topsail Soccer Field

Resolution #16-446
Councillor Tilley/Councillor Connors

Be it so resolved that approval be given to award Tender 16-13, Purchase and Installation of Two (2) LED Signs, Topsail Soccer Field to E.C. Boone Limited at a cost of \$30,453.70, plus HST. Funds are available in Capital Out of Revenue.

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

Councillor Bent declared a conflict of interest with this item as he is employed by the Conception Bay South Soccer Association. He vacated the Chambers at 7:36 p.m. and returned at 7:37 p.m.

Councillor Tilley stated that the winter season has been very busy for the Department of Recreation and Leisure Services. He thanked all residents that had attended the annual Tree Lighting Ceremony and noted that it was the largest attendance the Town has ever had for this event. A special recognition to Mr. Leonard Greenslade who was this year's recipient of the Veterans and Family Community Covenant which was awarded at this ceremony.

Councillor Tilley advised that the Town will be hosting a Seniors Christmas Social on December 8th from 12-3pm. This event will take place at Worsley Park and will include musical entertainment and refreshments.

Councillor Tilley advised that the Conception Bay South Recreation Complex is proud to have hosted a training session with the Autism Society last week and will be partnering with the organization to offer inclusive swim lessons in 2017. The Complex will also be hosting a Junior squash tournament this coming week December 9th – 11th. He noted that the Robert French Stadium will be hosting the annual Robert French Memorial Tournament this coming weekend with games to commence on December 9th. He advised that the opening ceremonies will take on December 10th at 1pm.

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

Transferred from the Committee of the Whole Meeting #28

1. 2005 – 2008 Multi Year Capital Works Program

Resolution #16-447
Councillor Rowe/Councillor Connors

Be it so resolved that approval be given to renew the 2005- 2008 Multi Year Capital Works loan with the Royal Bank of Canada for a 60 month term with a rate of 2.75%.

- carried unanimously

Presentation of recommendations of meeting held on November 29, 2016

1. Accounts Payable Cheque Register

Resolution #16-448
Councillor Rowe/Councillor Bursey

Be it so resolved that approval be given to pay cheques totaling \$489,611.68 as per the attached Accounts Payable Cheque Register Report.

- carried unanimously

2. Ratification of Manual Cheques Previously Released

Resolution #16-449
Councillor Rowe/Councillor Connors

Be it so resolved that approval be given to ratify the payment of manual cheques previously released totaling \$877,305.99 as per the attached report.

- carried unanimously

3. Ratification of Direct Payments Previously Released

Resolution #16-450
Councillor Rowe/Councillor Bursey

Be it so resolved that approval be given to ratify direct payments previously released totaling \$336,774.42 as per the attached report.

- carried unanimously

4. Capital Invoices

Resolution #16-451
Councillor Rowe/Councillor Connors

Be it so resolved that approval be given to pay capital invoices totaling \$993,920.09 as listed in the Financial Services Minutes of November 29, 2016.

- carried unanimously

5. Tax and Other Receivables Adjustments

Resolution #16-452
Councillor Rowe/Councillor Bursey

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

EAGLE001	\$350.00
JDCHO001	\$350.00
EAGLE001	\$1,021.66
SHAYN001	\$1,184.24
SEABR001	\$148.80
OURHO001	\$649.35

- carried unanimously

6. Program Supervisor

Resolution #16-453
Councillor Rowe/Councillor Bent

Be it so resolved that approval be given to confirm Brad Pitcher in the position of Program Supervisor as per the terms and conditions outlined in the contract letter of April 27, 2015.

- carried unanimously

7. Network Manager

Resolution #16-454
Councillor Rowe/Councillor Bursey

Be it so resolved that approval be given to confirm Mike Downey in the position of Network Manager as per the terms and conditions outlined in the contract letter of January 1, 2016.

- carried unanimously

8. Long Pond Harbour Authority Board of Directors

Resolution #16-455
Councillor Rowe/Councillor Youden

Be it so resolved that the three appointees from the Town to the Long Pond Harbour Authority Inc. are the Chief Administrative Officer, Town Clerk and Ms. Margo Murphy.

- carried unanimously

9. Financial and Administrative Services Committee Report

Resolution #16-456
Councillor Rowe/Councillor Bursey

Be it so resolved that the recommendations/decisions made at the Financial and Administrative Services Committee Meeting of November 29, 2016 be accepted as presented.

- carried unanimously

The Financial and Administrative Services Committee Report of November 29, 2016 contains the following recommendation:

1. Tax Recovery Plan

Recommendation:

Be it so resolved that approval be given to accept the 2016 Tax Recovery Plan as presented.

8. RECOMMENDATIONS OF ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE (Chair, Councillor Kirk Youden)

Presentation of recommendations of meeting held on November 28, 2016

1. Market Study for Accommodation Options

Resolution #16-457

Councillor Youden/Councillor Connors

Be it so resolved that approval be given to call for proposals for a Market Study for Accommodation Options within the Town of Conception Bay South.

- carried unanimously

2. Census Made Simple

Resolution #16-458

Councillor Youden/Councillor Tilley

Be it so resolved that the Town engage MDB Insight and Townfolio for Census Made Simple at a cost of \$11,500 plus hst to provide an automated community profile with interactive, analytical charts primarily based on the 2016 census data and as its released throughout 2017. Funds are available in account number 01-502-5010-5099.

- carried unanimously

3. Economic Development and Tourism Committee Report

Resolution #16-459
Councillor Youden/Councillor Bursey

Be it so resolved that the recommendations/decisions made at the Economic Development and Tourism Committee Meeting of November 28, 2016 be accepted as presented.

- carried unanimously

9. RECOMMENDATIONS OF FIRE, ENFORCEMENT AND PUBLIC SAFETY COMMITTEE (Chair, Councillor Richard Murphy)

Presentation of recommendations of meeting held on November 29, 2016

1. Traffic Calming

Resolution #16-460
Councillor Murphy/Councillor Bent

Be it so resolved that approval be given for Harbourside Transportation Consultants to prepare detailed design for chicanes on Earlson Avenue and Haliburton Avenue at a cost of \$18,342.50, including HST. Funds are available in account 01-203-1000-5099.

- carried unanimously

2. Fire, Enforcement and Public Safety Committee Report

Resolution #16-461
Councillor Murphy/Councillor Rowe

Be it so resolved that the recommendations/decisions made at the Fire, Enforcement and Public Safety Committee Meeting of November 29, 2016 be accepted as presented.

- carried unanimously

Councillor Murphy advised that the Town will purchase three AED units to place in Worsley Park, the Public Works Depot and the Parsons Field Clubhouse.

10. OTHER COMMITTEE REPORTS

Nil

11. NEW BUSINESS

Councillor Rowe

reminded residents to slow down during snowy weather. She stated people should leave early and follow the rules of the road.

Councillor Tilley

stated that the Town's snowclearing equipment is put into operation when snow occurs. He stated roads and sidewalks are cleared as soon as possible.

Councillor Connors

recognized a local volunteer, David Coates, who has been named Baseball of Canada 2016 Grassroots Coach of the Year for Newfoundland and Labrador. He requested a letter be sent to recognize this achievement.

provided an update on the installation of traffic lights and noted that work will continue as long

as the weather cooperates. He thanked residents for their patience.

stated that changes to the provincial snowclearing operations has impacted the residents of our Town. He stated that provincial roads within Conception Bay South including Manuels Access Road, Foxtrap Access Road, Peace Keepers Way and Route 60 will only be cleared during the hours of 5:00 a.m. and 9:30 p.m. unless there is an emergency. He stated that the Town has a great concern with this and is requesting a meeting with the Minister of Transportation and Works to discuss the matter.

Councillor Bent

also received complaints from residents about snowclearing of provincial roads. He stated that he has concern with icy road conditions as well as when there is snow fall.

acknowledged two new businesses opened in Ward 1, Good to Grow and Gia's Gifts and Décor. He noted that both businesses have items that would be great gift ideas for Christmas.

congratulated staff on the success of the annual Tree Lighting event.

reminded residents of the Annual Riley Mercer Toy Drive happening Saturday, December 10, 2016.

stated he is pleased that Council has approved the design for traffic calming measures on Earlston Avenue and Halliburton Avenue.

Councillor Connors

advised that the Town's snowclearing policy has not changed.

Councillor Bursey

reminded residents of the need for food and fund donations for the food banks.

Councillor Murphy

advised that the remainder of Town outdoor facilities will be equipped with AEDs in due course.

Councillor Youden

stated that the traffic lights at Legion Road and Bishops Road require updating.

requested that the Town's sign regulations be reviewed to allow for the use of LED signs.

referenced a report received from the Planning and Development Department that indicates the housing starts are down to 130 this year. He stated that this affects the growth of our town as well as the revenue base.

Councillor Connors

advised Councillor Youden that the parts required to repair the traffic lights at Bishops Road are ordered and that the traffic lights on Legion Road belong to the Department of Transportation and Works.

Councillor Youden

stated that while the infrastructure may belong to the Department of Transportation and Works, the Town has to take responsibility as it is the residents of our Town who stop at those lights.

Deputy Mayor George

stated that the Town's 2017 budget will be announced on Monday, December 12, 2016 at 8:00 p.m.

12. ADJOURNMENT

The meeting adjourned at 8:14 p.m.

Resolution #16-462
Councillor Rowe/Councillor Bent

Be it so resolved that the meeting adjourn.

- carried unanimously

Ken George
Deputy Mayor

Gail Pomroy
Town Clerk