



TOWN OF PORTUGAL COVE-ST. PHILIP'S

February 25, 2014

Regular Public Council Meeting 7:30 p.m.

IN ATTENDANCE:	Mayor	Moses G. Tucker
	Deputy Mayor	Gavin Will
	Councillors:	Joe Butler
		Dave Bartlett
		Aaron Facey
		Johnny Hanlon
	Town Manager/Engineer	Chris Milley
	Director of Financial Operations	Tony Pollard
	Director of Economic Development	Jeff Lawlor
	Director of Public Works	Gail Tucker
	Planning Coordinator	Les Spurrell
	Town Clerk	Judy Squires

Mayor Tucker called the meeting to order and welcomed the gallery of 10 persons in attendance and noted regrets from Councillors Collins, absent from this meeting.

ADOPTION OF AGENDA

Motion: Hanlon/Will
2014-040 Resolved that the Agenda dated **February 25, 2014**, be adopted as circulated.
Carried Unanimously

ADOPTION OF MINUTES

Motion: Will/Bartlett
2014-041 Resolved that the minutes of **February 11, 2014**, be adopted as circulated.
Carried Unanimously

BUSINESS ARISING

The Town Manager reported on several items which included: the updated Action item list circulated with 5 new, 5 completed and 14 remaining items; February 20th meeting with Dept. of Education and Tract Consulting regarding the new school; February 17th meeting attended (along with the Mayor) regarding the Regional Plan; February 19th meeting with Council and Tract Consulting regarding the 'Place Building' project (in conjunction with ACOA); and February 25th meeting with the Dept. of Finance regarding the Voisey's Brook Park project.

COMMITTEE REPORTS

Planning & Development Report of February 18, 2014

1. 282-292 Tolt Road

Motion: Butler/Facey
2014-042 Resolved that the application to demolish and existing single dwelling and construct a single dwelling at Civic # 282-292 Tolt Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

378-382 Tolt Road

Motion: Butler/Bartlett
2014-043 Resolved that the application to construct an accessory building at Civic # 378-382 Tolt Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

2. Amendment No. 53-2013

Motion: Butler/Hanlon
2014-044 Resolved that Council adopt Development Regulations Amendment No. 53, 2013, as per Section 16 of the Urban and Rural Planning Act, 2000. The Committee also moves that Council reaffirm the appointment of Christopher Sharpe as the Commissioner for this amendment as per Motion 2013-057. Once a Commissioner has been appointed by the Minister of Municipal Affairs, Council will give public notice of the adoption of the Amendments, and the date, time and location of a statutory public hearing, in accordance with Section 17 & 18 of the Urban and Rural Planning Act, 2000.
Carried Unanimously

3. Permit activity

There were seven (7) permits issued from January 31st to February 13th, 2014.

Recreation Committee Report –February 18, 2014

1. Recreation Programs and Events Coordinator

Committee members and staff have discussed the need for a second Programs and Events Coordinator to further the growth and development of recreation services within the Town. The committee recommends the Town Manager present this information to the Admin and Finance committee for a budget adjustment to staffing for 2014.

2. Winter Carnival

Winter Carnival has started, and will run until Saturday March 1st.
Some events have been postponed due to poor weather: Horse and Sleigh will now run on Sunday March 2nd, and Women's Institute card game will now take place on Monday March 3rd.

3. Olympic Celebrations and Anti-Bullying at Schools

The Recreation Department spent Friday February 14th at both Beachy Cove Elementary and Leary's Brook Junior High for an Olympic celebration and Anti-Bullying with special guests Paralympian Chris Facey and Mel Fitzgerald. This event was a huge success for both schools and the feedback has been very positive.

4. St. Patrick's Day at Murrays Pond

Registration for the St. Patrick's Day event for Senior's at Murray's pond is going well, over halfway full. Social will include tea, coffee, desserts and entertainment.

5. Other

The committee discussed various other ongoing items including: the Town Sign

Public Works Committee Report – February 19, 2014

1. Loop Drive Traffic Direction

Committee received correspondence from a resident of Loop Drive regarding the exit of traffic from Loop Drive onto Portugal Cove Road and the associated safety concerns. This issue has been previously discussed by Committee and Staff are currently preparing communication to residents of the area to advise of an upcoming survey concerning traffic direction.

Note: Councillors discussed the problem of the second waiting lane not being used due to merging issues and requested that the province be contacted regarding obtaining 'merge controls' to address the issue.

2. Snow Clearing Regulations – Penalties

Committee discussed penalties available to the Town for those residents in violation of the Town's Snow Clearing Regulations. Reminders on Snow Clearing Regulations continue to be placed in the Town's newsletter advising residents they are not permitted to park in the road reservation during overnight and up to 12 hours after a snow event has ended. Vehicles left in the road reservation can be towed at a cost to the owner. Snow Clearing Regulations will be reviewed later in the year and enhancements made to the regulations. In addition, Staff will identify roads where repeat offences occur and bring these to the attention of the RNC.

3. Fleet – Back-up Cameras

Through a recent ride-along with Public Works staff, inquiries were made related to the potential to integrate back-up cameras on Town fleet. The Town's newest compactor has this technology in place and will be used as a pilot to determine if such technology is practical for implementation on other fleet.

Economic Development, Marketing & Communications Report – no meeting or report

Protective Services Committee Report – February 18, 2014

1. Terms of Reference

A discussion was held around the Committees Terms of Reference, some items were agreed upon. A draft Terms of Reference will be compiled and reviewed at the next PSC meeting, March 4, 2014. The basic scope of the Committee will cover a) Fire and Emergency Services, b) Public Safety – including Pedestrian Safety, and c) Municipal Enforcement. As well, a discussion was held around how the Committee will function in terms of its vision.

2. Royal Newfoundland Constabulary Contact

Staff will contact the Town’s RNC liaison to inform them of the new Committee’s formation and brief them on the basic scope the Committee covers. This contact will also be used to arrange a meeting between the RNC and the Committee in the near future and to help build a relationship between the two.

3. Ticketing Abilities

A discussion was held around the Town’s ability to ticket for infractions, in particular with regards to snow clearing regulations and towing capacity – who performs the towing and where is the towed vehicle impounded. This will be one of the first items the Committee will investigate.

4. Pedestrian Safety

A discussion was held around the idea of a potential sub-committee under Public Safety for Pedestrian Safety, and the impact of the soon to be formed resident advisory committee. There will be more information to come on this.

Other business:

The Committee has agreed to a new meeting time of 5:30 and they are requesting this new time be accommodated by moving the Recreation Committee meeting to 4:30.

The Committee was informed that the Employee and Public Relations Administrator will be attending these meetings with the Town Manager to record minutes and prepare reports.

Administration and Finance Committee Report – February 18, 2014

1. Accounts for Payment

Motion: Will/Facey
2014-045 Resolved that accounts for payment be approved as follows:
Regular Accounts - \$ 45,715.24
Capital Accounts - \$ 16,724.90
For a Total of - \$ 62,440.14
Carried Unanimously

2. Approval to Borrow

Motion: Will/Bartlett
2014-046 Resolved that the Town arrange financing, for a new 2014 International Garbage Compactor, with the Bank Of Montreal in the amount of \$252,898 over a term and amortization period of seven years at 3.27%
Carried Unanimously

3. Donation and Donation Policy

In response to discussion regarding the potential over use of the policy by certain groups it was decided that although the possibility exists it is not currently an issue and if an issue should arise then we will adjust as circumstances warrant.

Motion: Will/Butler
2014-047 Resolved that the Town donate \$50.00 to NEMHA Bantam "D" Developmental Team to participate in the All Newfoundland Hockey Tournament.
Carried Unanimously

4. Property 33-35 Hardings Hill

Motion: Will/Facey
2014-048 Resolved that Motion 2013-425 be rescinded.
Carried Unanimously

The following motion replaces Motion 2013-425

Motion: Will/Hanlon
2014-049 Resolved that the Town purchase a portion of land from the property owner of 33-35 Harding's Hill for the amount of \$10,000 to establish title of right-of-way for the Town.
Carried Unanimously

4. Fire Truck Purchase

Motion: Will/Hanlon
2014-050 Resolved Motion 2013-441 be rescinded.
Carried Unanimously

The following motion replaces Motion 2013-441

Motion: Will/Bartlett
2014-051 Resolved that the Town purchase one unit as discussed (2014 Spartan Chassis Rescue Pumper Tankers), from Carl Thibault Emergency Vehicles (Limited), in the amount of \$427,262 plus tax
Carried Unanimously

CORRESPONDENCE

- a. Michael Murray of **Murray's Garden Centre** re: Voiseys Brook Park Brush Cutting
The Town Manager will respond to Mr. Murray's inquiries regarding the tendering for this project. Also, Grand Concourse will be advised, where possible to seek out local businesses for any supplies etc. for this project.
For the record: this item was raised by Deputy Mayor Will after he presented the Admin Finance Report, and he inquired on behalf of Murray's as to why this did not go to tender.
- b. **Municipal Assessment Agency** Board Meeting Report and list of Board of Directors – for info
- c. **Beachy Cove Elementary** – thank you letter

NEW/GENERAL/UNFINISHED BUSINESS

1. Appointment to Heritage Committee

Motion: Will/Bartlett
2014-051 Resolved that Winston Fiander be appointed to the Heritage Committee
Carried Unanimously

2. Councillor Butler reported that, on behalf of the Town, he attended a sustainability conference held in PEI and he will prepare a report for Council.

3. Subsequent to the presentation of the Planning & Development Report, **Councillor Facey** requested that the issue of non-conforming applications to be placed on the Agenda for the next P & D Com meeting for further review and resolution.

ADJOURNMENT

Motion: Will/Hanlon
2014-052 Resolved that this meeting be adjourned. Time 8:25 p.m.
Carried Unanimously.

Moses Tucker, Mayor

Judy Squires, Town Clerk

Attachments: Planning & Development, Appendix) A, Tabled Report

**Appendix A: Tabled Report
February 18th, 2014**

Applications:

**Civic # 282-292 Tolt Road
Demolish Single Dwelling & Construct Single Dwelling
Zoning: Residential Infill & Residential Rural (RI & RR) - Unserviced**

The Committee recommends that the application for Civic # 282-292 Tolt Road be granted approval in principle, permitting the demolition of a single dwelling and construction of a single dwelling in accordance with Development Standard 41 (Building Height).

Administrator recommended that this application be rejected.

**Civic # 378-382 Tolt Road
Accessory Building
Zoning: Residential Medium Density (RMD) - Unserviced**

The Committee recommends that the application for Civic # 378-382 Tolt Road be granted approval in principle, permitting the construction of an accessory building. Approval in principle is subject to a notice to area residents regarding the proposed accessory building size. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations, and all other regulatory bodies of government, specifically Development Standard 38 (Accessory Buildings).

Administrator recommended that this application be granted approval in principle.