



TOWN OF PORTUGAL COVE-ST. PHILIP'S

January 26, 2016

Regular Public Council Meeting 5:00 p.m.

IN ATTENDANCE:	Mayor	Moses Tucker
	Deputy Mayor	Gavin Will (remote attendance)
	Councillors:	Dave Bartlett
		Joe Butler
		Norm Collins
		Johnny Hanlon
	Director of Recreation & Comm. Serv.	Dawn Sharpe
	Director of Economic Development	Jeff Lawlor
	Director of Financial Operations	Tony Pollard
	Director of Public Works	Gail Tucker
	Planning & Dev. Coordinator	Les Spurrell
	Town Manager	Chris Milley
	Town Clerk	Judy Squires

Mayor Tucker called the meeting to order and welcomed the gallery of 14 persons (including 7 for presentations) in attendance and noted regrets from Councillor Facey.

ADOPTION OF AGENDA

Motion:	Bartlett/Hanlon
2016-017	Resolved that the Agenda dated January 26, 2016 , be adopted as circulated.
Carried	Unanimously

PRESENTATIONS

Merry & Bright Festival of Lights awards were presented by the Director of Recreation and Community Services along with Councillor Dave Bartlett as follows:

- 1st Place – Mr. Harry French (Beachy Cove Road)
- 2nd Place – Keegan and Krysta Au (Country Gardens)
- 3rd Place – Barb and Ernie Mercer (Portugal Cove Road)
Clarence and Betty Churchill (Portugal Cove Road)
- Honorable Mention – Neighborhood of Summerwood Place

ADOPTION OF MINUTES

Motion: Hanlon/Bartlett
2016-018 Resolved that the minutes of **January 12, 2016** be adopted as amended*.
Carried Unanimously
*the word '**proposed**' inserted on page 4, Ec. Dev report item 2.

BUSINESS ARISING:

The Town Manager noted there was no report for tonight's meeting and the Action Item list contains 3 added items, 2 completed and no other changes.

COMMITTEE REPORTS

Planning & Development Report - January 19th – presented by Councillor Collins

1. 6, 8 and 10 Kittiwake Place

Motion: Collins/Butler
2016-019 Resolved that the application to subdivide property at Civics # 6, 8 & 10 Kittiwake Place be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

2. Country Gardens Association re Covenant

The Committee met with the two representatives of the Country Gardens Home Owners Association regarding enforcement of the Country Gardens Covenant.

The Committee requests that the matters related to the enforcement of the Country Gardens Covenant by the Town be referred to the next Committee of the Whole meeting for discussion.

3. ERPA - Notice of Appeal re 958-960 Indian Meal Line

The Planning Department is in receipt of a notice from the Eastern Newfoundland Regional Appeal Board that an appeal has been filed against Council's decision to reject an application to construct a single dwelling at Civic # 958-960 Indian Meal Line on December 15th, 2015.

Item Submitted for Information. The Committee advises Staff to forward the information requested to the Board.

4. Permit Stats: twelve (12) permits issued from January 4th to January 14th, 2016.

Recreation & Community Services Committee - January 18th presented by Councillor Bartlett

1. Mayors Meeting – January 14th

As requested by the Mayor, the Recreation Director attended a Killick Coast Region Mayor Meeting on Thursday, January 14th for two items on their agenda:

(a) **Room For One** – “Room for One” is a volunteer group fund-raising to sponsor a refugee family to live in Newfoundland. This organization, with Mr. Mike Dwyer and Mr. Mike Whalen as their chairpersons, has requested the assistance of the Mayors by way of seeking support by their respective councils. . The Recreation Director will set up a meeting between the group and Council as well as a public meeting to further along “Rooms for One” efforts.

(b) **Jack Byrne Arena** – Member of Jack Byrne Arena presented the future plans for the facility. Recreation Committee discussed the plan for information purposes.

2. Winter Carnival

The Programs and Special Events Coordinator has finalized the schedule of events for the 2016 Winter Carnival. Booklets will be distributed to all residents and advertisements will be placed in the local paper, website, and on social media. The Recreation Department is very pleased with the response from partners and sponsors for the week-long event. Attached is the rough schedule of activities and the booklets will be available by January 29th. We look forward to seeing residents coming out and taking part!

3. Reason for the Rink

As a Winter Carnival event, the Town has partnered with the other Killick Coast Communities, as well as the Town of Paradise for the “Community Challenge Cup”. This event is hosted by the “Reason for the Rink” owner, Mr. Todd Churchill of Portugal Cove-St. Philip’s. Council members from our community along with Council members from Torbay, Flatrock, Pouch Cove, Bauline, and the MHAs for the region will all in be attendance. Information on how to donate to this event can be found on the Town website. Puck drops 10:00a.m. on Saturday, February 13th. Please show your support!

4. RNL – Recreation and Sport for Persons with Disabilities

The Recreation Director was invited to represent the Community Recreation Leaders by participating in the first Annual Stakeholder Meeting initiated by the Recreation and Sport for Persons with a Disability Initiative Steering Committee. This initiative aims to increase support, remove barriers and develop actions to support individuals who wish to participate and engage in recreation and sport activities and to meet the needs of those athletes training and participating in competitive events. This event took place on Thursday, January 21st at St. John’s Holiday Inn. The Recreation Director will continue to work with this initiative as she develops an Inclusion Policy for the Town.

5. Baby Sitting Course

The Recreation Department will be hosting its second Baby Sitting Certification Course on Saturday, January 23th. Registration for this course has been filled. We look forward to offering our next Community Service Seminar in February, Heart Healthy Eating Seminar on Tuesday, February 23rd from 6:30p.m. – 8:30p.m. at Rainbow Gully. Registration opens February 1st. Full details of the seminar are available on our website and facebook page.

6. Merry and Bright Festival of Lights

The Recreation Department were very delighted to get the opportunity to travel throughout the community on Wednesday, December 16th and view all the Christmas Decorations the residents had taken the time and effort to display. (See Presentations earlier in Council Meeting for list of winners.)

Public Works Committee – January 20th presented by Councillor Bartlett

1. Snow Clearing

Snow clearing operations were discussed, particularly as it related to two complaints received. Current level of service was discussed and Committee was satisfied with the approach being taken.

2. Connectivity Plan - Update

Staff provided Committee with an update on the connectivity plan for Thorburn Road to Dogberry Hill Road. Work has begun on the options review and quotes for survey work are expected to be received at the end of January 2016. The actual carrying out of the survey work is weather dependent. It is expected that the recommendation from Phase 1 will be presented the end of first quarter/beginning of second quarter 2016.

Economic Development, Marketing & Communications Report – no meeting held/no report

Protective Services Committee – January 19th presented by Councillor Hanlon

1. FES Updates

- There has been a good response to the recent recruitment drive, the chiefs have received 10 applications. One on one interviews start this week.

- The 2016 Training Program has been mapped out through the end of July. Regular members train on Monday nights and new recruits will train on Tuesday nights. The new recruits will train separately for the next four and a half months and if all goes well, the chiefs will begin integration (*of the new recruits into the regular membership*). The chiefs have begun a new model for training, encouraging members to make presentations in their area of expertise and to assist with training all members.

2. Fireworks Bylaws

The Committee reviewed some concerns around the discharge of family fireworks and discussed the provincial regulations. The Committee agreed that the Town will continue to follow the provincial regulations as all other municipalities in the area have done. The Town will develop a set of safety guidelines and important information, similar to those developed in surrounding municipalities.

3. Safety Vests for Hiking/Walking Club

Council has approved the addition of 50 vests to the reorder of vests for the SafePCSP community group, to be provided to the PCSP Hiking/Walking Club. These vests will contain the Town logo as well as the logo for both community groups.

Admin. and Finance Committee Report – January 19th presented by Councillor Butler

1. Accounts for Payment

Motion: Butler/Hanlon
2016-020 Resolved that Council pay Regular Accounts in the amount of \$163,753.07 and Capital Accounts in the amount of \$318,351.51 for a total of \$482,104.58
Carried Unanimously

2. Approval to Borrow

Motion: Butler/Collins
2016-021 Resolved that Council enter into a 5 year term with a 5 year amortization with the Royal Bank at the rate of 2.45% for One 2016 Ford E-450 Cube Van in the amount of \$62,830.26 and a 7 year term and 7 year amortization at the rate of 2.78% for One 2016 Labrie Mini Max Side loader in the amount of \$255,521.25
Carried Unanimously

3. Multi Year Capital Works Projects

Committee discussed at length the combined project for Drovers Heights, Franklyn Place, Indian Meal Line and also the project for Skinners Road and, in accordance with the Municipalities Act, the methods for implementing the local improvement assessments.

CORRESPONDENCE

(a) Proclamation for Heritage Day 2016 (third Monday in February), read and signed by the Mayor.

NEW/GENERAL/ UNFINISHED BUSINESS

Deputy Mayor Will provided an update on the Federal Budget consultations he attended on January 14th which were hosted by St. John's East MP Nick Whalen. His presentation provided the MP with an opportunity to learn about our growing Town and key issues including the need for housing for young families and seniors, recreation and agricultural needs and concerns as well as the Town projects including proposed water metering, a public works depot and our leadership role in developing an asset management plan for the Town.

ADJOURNMENT

Motion: Hanlon/Collins
2016-022 Resolved that this meeting be adjourned. 5:30 p.m.
Carried Unanimously

Moses Tucker, Mayor

Judy Squires, Town Clerk

Attachment: Appendix A of Planning & Development Report

**Appendix A: Tabled Report
January 19th, 2016**

Applications:

Item # 1:

Civics # 6, 8 & 10 Kittiwake Place

Subdivide Property

Zoning: Residential Low Density (RLD) - Semi-Serviced

The Committee recommends that the application for Civics # 6, 8 & 10 Kittiwake Place be granted approval in principle, permitting the subdivision of property to create one additional vacant lot. Approval in principle is in accordance with General Regulation 11 (Variances) and 12 (Notice of Variance) which permits a 10.0 % variance on the minimum lot area requirement which will result in a lot area of 7,200 m² as opposed to the minimum of 8,000 m². 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 Regulation 11 (Variances), Development Regulation 12 (Notice of Variance) and Schedule C: Residential Low Density.