



TOWN OF PORTUGAL COVE-ST. PHILIP'S
April 5, 2016
Regular Public Council Meeting 5:00 p.m.

IN ATTENDANCE:

Mayor	Moses Tucker
Deputy Mayor	Gavin Will
Councillors:	Dave Bartlett
	Joe Butler
	Norm Collins
	Aaron Facey
	Johnny Hanlon
Director of Financial Operations	Tony Pollard
Planning & Dev. Coordinator	Les Spurrell Town
Manager	Chris Milley Town
Clerk	Judy Squires

Mayor Tucker called the meeting to order and welcomed Council, staff and the gallery of 8 persons in attendance.

ADOPTION OF AGENDA

Motion: Hanlon/Will

2016-083 Resolved that the Agenda dated **April 5, 2016** be adopted as amended.

Carried Unanimously (new business item #2 added by Councillor Butler)

PRESENTATIONS

Arrangements will be made for the Mayor to present a cheque in the amount of \$9, 821.41 for the War Memorial Project to representatives from the Royal Canadian Legion.

DELEGATION

Representatives of the Community Council Service Sector (Michelle Hunt and Bonnie Birmingham) were on hand for the Mayor's reading and signing of the Proclamation for Volunteer Awareness Week.

ADOPTION OF MINUTES

Motion: Facey/Collins

2016-084 Resolved that the minutes of **March 22, 2016** be adopted

Carried Unanimously

BUSINESS ARISING:

The Town Manager did not have a report however noted that the updated Action Item list was circulated prior to the meeting noting 5 new and 6 completed items.

COMMITTEE REPORTS

Planning & Development Report – March 29, 2016, presented by Councillor Collins

1. 4 Brentwood Avenue

Motion: Collins/Butler
2016-085 Resolved that the application to establish a home office business at Civic # 4 Brentwood Avenue be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

2. 8 Murphys Lane

Motion: Collins/Bartlett
2016-086 Resolved that the application to construct an accessory building at Civic # 8 Murphys Lane be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

3. 1450-1454 Portugal Cove Road

Motion: Collins/Bartlett
2016-087 Resolved that the application to construct a commercial extension at Civic # 1450-1454 Portugal Cove Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

4. Correspondence from Dept. of Environment

The Planning Department is in receipt of correspondence from Department of Environment regarding burning of demolition materials which is prohibited as it is in direct contravention of Section 12 of the *Air Pollution Control Regulations, 2004*. Item submitted for information.
The correspondence has been copied to the Chiefs of the Town's Volunteer Fire Department.

5. Notice from Dept. of Municipal Affairs re Long Marsh Road

The Planning Department is in receipt of a notice from the Department of Municipal Affairs advising the Town of a Notice of Proposed Action to reject the Long Marsh Road Purchase Notice from the Minister. The Town or the property owner may submit any representations to the Department from April 19 to 20, 2016 for consideration prior to the Minister following through with the action.
Item Submitted for Information. No further action required.

6. Cancellation Notice from Eastern Regional Appeal Board re 958-960 Indian Meal Line

The Planning Department is in receipt of a notice from the Eastern Newfoundland Regional Appeal Board that an appellant has cancelled their appeal against Council's decision to refuse an application to construct a single dwelling at Civic # 958-960 Indian Meal Line. As a result, the appeal hearing scheduled for March 30th, 2016 was cancelled.
Item Submitted for Information.

7. Olivers Pond Road Residential Subdivision

Motion: Collins/Butler
2016-088 Resolved that Council grant final acceptance of roads/ infrastructure, as per Section 4.6 (Services and Works Vesting in the Town) of the Subdivision Agreement, located within Stage I of the Oliver's Pond Road Residential Subdivision as per legal documentation submitted to the Town by the Developer.
Carried Unanimously

8. Permit Stats: (12) permits issued from March 11th to March 25th as per Appendix A: Tabled Report.

Recreation & Community Services Committee – no meeting held/no report

Public Works Committee – no meeting held/no report

Economic Dev. Marketing & Comm. Report – no meeting held/no report

Protective Services Committee – March 29, 2016 presented by Councillor Hanlon:

1. FES Updates

- The training on the zodiac is moving along well.
- One of the new recruits has resigned due to other work commitments. There are still 9 remaining.
- Repairs to Rescue 1 have been completed and it is now back in service.

2. Fireworks Safety Guidelines Brochure

The Committee reviewed the draft brochure and agreed to post it on the Town website as well as to print a number for distribution to retailers in the community who are permitted to sell fireworks.

3. Structure of the Volunteer Fire Department

This item has been forwarded to the next Committee of the Whole.

4. Speed Limit Policy

The public meeting outlining the proposed new Speed Limit policy was held on March 23rd and was well attended. All the information and feedback gathered has been considered and the policy is being formatted for adoption by Council.

5. Municipal Enforcement

Staff met with the Town's Municipal Liaison of the Royal Newfoundland Constabulary recently and discussed the idea of customized enforcement options. Further meetings will be held with the RNC contact who specializes in this area.

Admin. and Finance Committee Report – March 29, 2016 presented by Deputy Mayor Will

1. Accounts for Payment

Motion: Will/Facey
2016-089 Resolved that Council pay Regular Accounts in the amount of \$13,815.95
Carried Unanimously

2. Correspondence– Standing up for Rural Newfoundland

The FFAW drafted a letter (tabled) for municipalities to send to Minister Tootoo in support of workers and communities that are dependent on the inshore northern shrimp fishery. It was the consensus that the letter be sent and copied to government officials as requested.

Added (Committee) discussion item:

Budget 2017

Deputy Mayor Will requested that committee consider where budget savings can be found with a focus on stabilizing the mill rate going into 2017. Committee discussed at length various considerations including:

- efforts by Departments to reduce operational costs with accurate forecasting and possibly freezing spending in some areas;
- reviewing budget line items and reserves;
- revisiting the Strategic Plan and level of services; and
- looking at the development of Maggies Place.

In reference to Maggies Place, the Town Manager advised he is currently working with Tract on a proposal to bring to the next Committee of the Whole meeting and seek approval to sign off on a directive for Tract to complete the RFP for overall design.

CORRESPONDENCE None

NEW/GENERAL/ UNFINISHED BUSINESS

- (1) Mayor Tucker read and signed the Proclamation for ***World Autism Awareness Day***
- (2) Councillor Butler advised Council that he was invited by Municipalities NL to sit on the Environment and Sustainability Committee. That committee is about developing policies and activities regarding environmental issues for the municipalities across Newfoundland; oversight on the Climate Change initiative including advising on managing renewable funding agreements; and working toward the integrated approach to sustainable development in the municipal sector.

NOTICE OF MOTION

Presented by Councillor Hanlon for Protective Services

Notice is hereby given that a motion will be presented at the April 19, 2016, Council meeting for the adoption of the Speed Limit Policy.

The policy was circulated to Council with sufficient time for review prior to the meeting

ADJOURNMENT

Motion: Will/Collins
2016-090 Resolved that this meeting be adjourned. 5:25 p . m .
Carried Unanimously

Moses G. Tucker, Mayor

Judy Squires, Town Clerk

**Appendix A: Tabled Report
March 15th, 2016**

Applications:

**Item # 1: Civic # 4 Brentwood Avenue
Business (Home Office)
Zoning: Residential Medium Density (RMD) - Serviced**

Motion: The Committee recommends that the application for Civic # 4 Brentwood Avenue be granted approval in principle, permitting the establishment of an office for contract sales and servicing business as a home occupation. 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 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), Schedule C: Mixed Use and Schedule D: Off Street Parking Requirements.

Considered under discretion of Council.

**Item # 2: Civic # 8 Murphys Lane
Accessory Building
Zoning: Mixed Use (MIX) - Unserviced**

Motion: The Committee recommends that the application for Civic # 8 Murphys Lane be granted approval in principle, permitting the construction of an accessory building. 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 39 (Accessory Buildings) and Schedule C: Residential Medium Density Condition # 1 (c) (Accessory Buildings).

Considered under discretion of Council.

**Item # 3: Civic # 1450-1454 Portugal Cove Road
Commercial Extension
Zoning: Residential Low Density (RLD) - Unserviced**

Motion: The Committee recommends that the application for Civic # 1450-1454 Portugal Cove Road be granted approval in principle, permitting the construction of commercial extension to an existing commercial building. 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 49 (Non-Conforming Use), and Schedule D: Off-Street Parking Requirements. Also requires approval from Services NL.

Considered under discretion of Council.

Permits Issued:

#	Issued Date	Permit	Civic #	Street Name	Permit Type
1	15-Mar-16	16-057	9	Blue Sky Drive	Single Dwelling
2	15-Mar-16	16-058	2	Brook View Place	Single Dwelling
3	16-Mar-16	16-059	7	Kittiwake	Test Holes
4	17-Mar-16	16-060	3	Brook View Place	Site Prep
5	18-Mar-16	16-061	9	Oak Terrace	Accessory Building
6	18-Mar-16	16-062	369-375	Old Broad Cove Road	Buisness-Office
7	18-Mar-16	16-063	7A	Hammond Estates	Dwelling Extension
8	21-Mar-16	16-064	21	Ursula Cres	Relocate Accessory Building
9	22-Mar-16	16-065	16	Bluebell Bend	Business
10	23-Mar-16	16-066	10	Belbins Road	Reconfigure Boundaries
11	24-Mar-16	16-067	151-159	Tolt Road	Subdivide
12	31-Mar-16	16-068	5	Brook View Place	Occupancy Permit