



Public Council Meeting
Tuesday, March 14, 2017 5:00 pm
Location: Council Chambers

1. Call of Meeting to order
2. Adoption of Agenda for March 14, 2017
3. DELEGATIONS/PRESENTATIONS (if any) -
 - Purple Day for Epilepsy Proclamation read and signed by Mayor Tucker
4. Adoption of Minutes of February 28, 2017
5. Business Arising from Minutes: Town Manager's report to follow
6. Committee Meeting Reports

a) Planning & Development Committee – Agenda:

Applications:

- 1) Civic # 12-16B Mercers Road – Residential Subdivision
- 2) Civic # 7-9A Days Road – Subdivide Property & Construct Single Dwelling
- 3) Civic # 258-262 Olivers Pond Road – Accessory Buildings, Patio/Deck & Reconfiguration of Property Boundaries

Correspondence:

- 4) St. John's Urban Region Regional Plan Amendment No. 1, 2015, Municipal Plan Amendment No. 1, 2015, & Development Regulations Amendment No. 1, 2015 (Portugal Cove Road/Windsor Heights) – Notice of Registration
- 5) Murray's Pond Development Limited – Proposal to Change Public Open Space

Permits Issued:

- 6) Permits issued from February 17th to March 2nd, 2017

b) Recreation/Community Services –Agenda:

- 1) Jack Byrne Regional Sport and Entertainment Centre
- 2) Community Grants Program
- 3) Community Grants
- 4) Rainbow Gully Softball Field Lighting

c) Public Works –Agenda:

- 1) Connectivity Plan Phase 1 – Thorburn Road & Dogberry Hill Road: Update
- 2) Upper Level Town Hall Mini-Split Heat Pumps
- 3) Ice Control Materials 2017-2018 (Salt Order)
- 4) Generator Replacement - Depot

d) Economic Development, Marketing & Communications - Agenda:

- No meeting this week

e) Protective Services – Agenda:

- 1) FES Updates
- 2) Wildfire Community Preparedness Day
- 3) Civic Numbering Regulation
- 4) Letter of Intent – Municipal Enforcement Services

f) Administration and Finance — Agenda:

- 1) Accounts for payment
- 2) MNL's Avalon/Eastern Regional Meeting
- 3) Discussion items

g) Other reports/items (if any)

7. Correspondence

- Letters from Beachy Cove Elementary children re: bus to skating

8. New / General/Unfinished Business

- Appointment of Assessment Review Commissioner

9. Agenda items/Notice of Motions etc.

- Protective Services Committee – Civic Numbering regulation

10. Adjournment



DELEGATIONS / PRESENTATIONS

Proclamation

Purple Day for Epilepsy March 24th

- WHEREAS: *Purple Day* is a global effort dedicated to promoting epilepsy awareness in countries around the world; and,
- WHEREAS: *Purple Day* was founded by nine year old Cassidy Megan of Nova Scotia who wanted to let people know that if you have epilepsy you are not alone; and,
- WHEREAS: Epilepsy is one of the most common neurological conditions, estimated to affect over 10,000 people in Newfoundland and Labrador, over 300,000 people in Canada, and 50 million people worldwide; and,
- WHEREAS: One in ten persons will have at least one seizure during his or her lifetime; and,
- WHEREAS: The public is often unable to recognize common seizure types, or how to respond with appropriate first aid; and,
- WHEREAS: *Purple Day* will be celebrated on March 26th annually to increase understanding, reduce stigma and improve the quality of life for people with epilepsy throughout the country and globally;
- THEREFORE: Be it resolved that I _____, Mayor of _____, do hereby proclaim March 24th as *Purple Day* in an effort to raise the awareness and understanding of epilepsy and to support all those who live with seizures each day.

Dated this ____ day of _____, 20____

Signature

On March 24th, please wear purple and show your support!



MINUTES



TOWN OF PORTUGAL COVE-ST. PHILIP'S

February 28, 2017

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
		Chris Milley
	Town Manager	Dawn Sharpe
	Director of Rec & Comm Services	Jeff Lawlor
Director of E.D., Mark. & Comm.	Les Spurrell	
Planning & Development Coordinator	Claudine Murray	
Deputy Town Clerk		

Mayor Tucker called the meeting to order and welcomed the gallery of 14 persons in attendance for the meeting. All Council was in attendance.

CALL MEETING TO ORDER

Motion: Will/Facey
2017-056 Resolved that the Deputy Town Clerk, Claudine Murray, is appointed as Acting Town Clerk whenever our Town Clerk is unable to carry out his duties, including tonight's council meeting.
Carried Unanimously

ADOPTION OF AGENDA

Motion: Facey/Bartlett
2017-057 Resolved that the agenda dated **February 28, 2017**, be adopted as circulated.
Carried Unanimously

PRESENTATIONS

1. Lori Gosse – Winter Carnival Winner of the 50/50 Draw to be presented her cheque
2. Susanne Kearley – Winter Carnival Winner of the photo contest
3. Cole Priddle – Winter Carnival Primary Coloring Contest Winner
4. Olivia Hackett – Winter Carnival Elementary Coloring Contest Winner

ADOPTION OF MINUTES

Motion: Hanlon/Facey
2017-058 Resolved that the minutes of **February 16, 2017** be adopted as circulated.
Carried Unanimously

BUSINESS ARISING

Town Manager report:

1. Action Item List

With the help of Claudine, I have been able to advance the update the action item list significantly. Actions are being added and I have been able to close off a lot of the items. Will continue to work on bringing the action list up to date and I am getting ideas from Claudine on ways to make maintenance of the list more efficient. I encourage councilors to review the action item list and ask any questions you may have.

2. Capital Construction Projects

I had a very productive meeting with Vigilant Management and staff members from the Department of Municipal Affairs on February 22, 2017. The department was very encouraging about the work completed in the process to give approval to the town to go to tender or issue RFPs for a number of the projects at that stage. DMA was fairly confident that we would get approval to go to tender on Neary's Pond Road upgrade this week. Vigilant is continuing to work with DMA on the progress of the project that we intend to issue RFPs for.

3. Regional Cooperation

Unfortunately we have not been able to secure a meeting with the Deputy Police Chief to review our proposed agreement with Commissionaires to jointly avail of their services for Municipal enforcement officer with Torbay. While we will still accept any advice or feedback from the RNC the CAO of Torbay and I have agreed that we will continue with our final review of the letter of intent and bring it forward to our respective council's when we are able to make recommendations. This item should be coming before council through the Protective Services Committee during the next round of meetings.

4. New Civic Numbering Regulations

A notice of motion for the adoption of these regulations is coming forward tonight. The draft regulations have been reviewed by our legal counsel and will be available for public review on our website once the notice is made.

5. Avalon Visioning Sessions – Open House

As part of the North East Avalon regional planning processes, two visioning sessions are taking place for our area. The sessions are open and welcoming to the Public. Unfortunately the 1st session is taking place right now in Torbay until 8pm. A number of Town Council and staff will be attending the 2nd session at 4pm on March 2nd at the Manuels River Hibernia Interpretation Centre in CBS.

COMMITTEE REPORTS

Planning & Development Report of February 21, 2017 – presented by Councillor Collins

1. Civic # 4 Brentwood Avenue – Finish Basement

Motion: Collins/Bartlett
2017-059 Resolved that the application to finish the basement within an existing single dwelling at Civic # 4 Brentwood Avenue be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

2. Civic # 8-10 Knights Rest – Business (General Industry)

Motion: Collins/Will
2017-060 Resolved that the application to establish a standalone general industry business (tire & oil change service) at Civic # 8-10 Knights Rest be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

3. Civic # 1622 Portugal Cove Road – Business (Light Industry)

Councillor Collins left the meeting prior to discussion of Item # 3 and Deputy Mayor Will presented item #3:

Motion: Will/Facey
2017-061 Resolved that the application to establish a light industry business (woodworking workshop) as a home occupation at Civic # 1622 Portugal Cove Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

Councillor Collins returned to the meeting after discussion of Item # 3.

4. Benson Buffett – Quieting of Titles for Civic # 137B Tuckers Hill Road

Motion: Collins/Will
2017-062 Resolved that Council forward correspondence to Benson Buffett stating that the Town has no adverse claims regarding the Quieting of Titles for Civic # 137B Tuckers Hill Road.
Carried Unanimously

5. Civic # 1757 Portugal Cove Road – Second Driveway Access

Motion: Collins/Hanlon

2017-063 Resolved that Council place a Removal Order on a second driveway access at Civic # 1757 Portugal Cove Road for which development commenced without a permit from the Town.

Carried Unanimously

Note: The Committee requests a copy of the Order be forwarded to the Minister of Transportation and Works.

6. Permits issued from February 3rd to February 16th, 2017

There were twelve (12) permits issued from February 3rd to February 16th, 2017 as per Appendix A: Tabled Report.

Recreation /Community Services Report of February 28, 2017 – presented by Councillor Facey

1. Winter Carnival Festival

Winter Carnival Festival has concluded. There were a couple events cancelled or rescheduled due to the weather. However the Festival was an overall success. A survey was sent to participants asking for feedback and suggestion as well as a thank you was sent out to all volunteers, groups, and sponsors. Below are the individuals that won the Carnival Contest:

- Lori Gosse – Winner of the 50/50 Draw
- Susanne Kearley – Winner of the Photo Contest
- Cole Priddle – Primary Age Category Coloring Contest Winner
- Olivia Hackett – Elementary Age Category Coloring Contest Winner

2. PCSP Library

The posting for the new Librarian closed on Friday, February 24th. There was a great response to the position and the Director of Recreation and Community Services will review the applications and set up interviews over the next couple weeks. The facilities division [staff] of the Public Works Department is working on the new storage spaces and furniture for the library and we hope to have the library open again by the end of April.

3. Congratulations

Congratulations to PCSP girls Olivia Squires, Brianna Butler and Rebecca Collier for being chosen to be part of the NL U17 girls' basketball team representing the province in the 2017 Canada Games!! The girls started with the PUMA program back in 2010 and have been part of winning school, club and provincial teams since. This year they will travel off island for several tournaments before playing in the 2017 Summer Games in Winnipeg in July. Good luck girls! We know you will make NL proud!!

Congratulations to the Beachy Cove Elementary Grade 5 boys' basketball team that won the East Coast Boys "B" Provincial Championship the weekend of February 10th.

Congratulations to the Leary's Brook girls' basketball team that took Silver at the invitational basketball Tournament the weekend of January 28th.

Public Works Committee Report of February 22, 2017 - presented by Councillor Bartlett

1. Portugal Cove Road Sidewalk Project

Committee was asked to review and provide comments on the Prime Consultant Agreement which has been submitted to the Town from EXP Consultants to design and manage the Portugal Cove Road Pedestrian Path (sidewalk). This project will be mainly funded through Gas Tax allocations. Once Committee approves, the agreement will be signed.

2. Sidewalk Maintenance Regulations

The Town recognizes that with the completion of the Connectivity Plan, which will see sidewalks installed from Dogberry Hill Road along Thorburn Road to the new school that it will be responsible for snow removal in this area. This area will be used as a starting point for consideration in the development of future sidewalk maintenance regulations.

3. Emergency Access Road – Memorandum of Understanding

In follow up to Motion 2016-180 to move forward with the development of an emergency access roadway between Dogberry Hill Road Extension and Camrose Drive in Paradise, a draft Memorandum of Understanding has been prepared for the Town of Paradise to outline the purpose of this roadway and the commitments of both Town's. Committee was asked to provide comments.

4. Transportation and Works` Road Conditions – Portugal Cove-St. Philip`s

Committee was advised that numerous complaints were received from people with significant tire and wheel damage as a result of potholes on provincial roadways. Complaints are forwarded to the Department of Transportation and Works if received at Public Works. It was noted that some patchwork has taken place this week.

5. Fire Hydrants – Snow Removal

Committee was advised that following heavy snow fall the Public Works staff begin hydrant snow removal as soon as the Town's operators and Transportation and Works operators have completed their snow removal and pushback efforts – usually within two days. Should an emergency situation arise, there is equipment operators on standby at all times to provide assistance to the fire department.

Economic Development, Marketing & Communications – February 22, 2017, presented by Councillor Butler

1. Maggies Place Development Plan

An information package is being sent to residents to provide a summary of the introductory meetings, questions and answers on the project. It will also promote the three upcoming public meetings for the plan. The first being the Public Workshop at Murrays Pond Fishing and Country Club on March 9th at 7:00 pm which will be facilitated by Tract Consulting and allow residents to identify their priorities in the area and map them in smaller groups.

2. Community Garden Funding

We have received further confirmation and details on the funding. We will receive the \$15,000 grant or the expansion and creation of community gardens in the next three weeks. Plans are being confirmed on location and objectives.

3. Green Team

We are applying for another Green Team this year building on the great work of last year's group. This year will continue our focus on the environmental health of our ponds and streams by doing base line sampling in strategic locations. The application was submitted February 24th.

Protective Services Committee – February 21, 2017 presented by Councillor Hanlon

1. EAP Services for First Responders

The Committee discussed the current mental health assistance available to members of the Volunteer Fire Department as well as initiatives that are underway for further training and assistance. There are a number of resources available for this type of assistance and many carry an overlap of services available. The Chiefs and the Committee feel that the members of the Volunteer Fire Department are more than adequately covered for mental health assistance.

2. 1757 Portugal Cove Road

The Committee discussed the driveway issue for 1757 Portugal Cove Road which is being addressed through the Planning & Development Department.

3. Civic Numbering Regulation

A notice of motion for the new Civic Numbering Regulation will be brought forward at this February 28, 2017 public Council meeting under the 'Agenda Items/Notice of Motion' section.

Admin. and Finance Committee Report of February 21, 2017 presented by Deputy Mayor Will

1. Accounts for Payment

Motion: Will/Facey

2017-064 Resolved that Council approve payment of regular accounts in the amount of \$85,208.03 and Capital accounts in the amount of \$15,141.59 for a total of \$100,349.62.

Carried Unanimously

2. Salary of Director of Recreation & Community Services

Discussed Director of Recreation and Community Services salary should be increased to 100% of her salary scale. A retroactive payment from the requested date of November 2015, the date of the request from the Director, will be recommended.

Motion: Will/Butler

2017-065 Resolved that Council approve the Director of Recreation & Community Services salary be adjusted to 100% of the salary scale amount and a retroactive payment to November 2015 be made.

Carried Unanimously

3. Prime Consultant Agreement

The Town Manager reviewed the Prime Consultant Agreement (PCA) between exp Services Inc. and the Town of Portugal Cove-St. Philips for PCSP Sidewalks (tabled). The start date will be upon signature and completion date [of sidewalks] is July 2017 at a cost of \$37,145.00, HST included.

Motion: Will/Facey

2017-066 Resolved that Council sign the Prime Consultant Agreement in the amount of \$37,145 (HST included) between the Town and exp Services Inc. for PCSP Sidewalks.

Carried Unanimously

- 3. The Director of Financial Operations acknowledged salt and sand reserves are starting to run low and may or may not remain in budget depending on weather this spring and upcoming fall.**
- 4. The Water & Sewer Regulations Review, as part of the proposed Water Metering Project, has commenced.**
- 5. Mayor Tucker will be meeting with a group regarding Affordable Housing on Wednesday, February 22, 2017.**

CORRESPONDENCE

None for this meeting

AGENDA ITEMS/NOTICE OF MOTIONS ETC.

- **Presented by Councilor Johnny Hanlon for Protective Services**

Notice: Notice is hereby given that a motion will be presented at the March 14th, 2017 Public Council meeting for the adoption of the Civic Numbering regulation.

Note: These regulations will be circulated to all of Council with sufficient time for review prior to the meeting.

Councillor Hanlon requested feedback provided by the PCSP Fire Chiefs be included with the distribution of the regulations.

NEW/GENERAL/ UNFINISHED

None for this meeting

ADJOURNMENT

Motion: Will/Collins
2017-067 Resolved that this meeting be adjourned. Time is 5:34 p.m.
Carried Unanimously

Moses Tucker, Mayor

Claudine Murray, Deputy Town Clerk

Attachment: Appendix A Tabled Report

**Appendix A: Tabled Report
February 21st, 2017**

Applications:

Item # 1:

**Civic # 4 Brentwood Avenue
Finish Basement
Zoning: Residential Medium Density (RMD) – Serviced**

The Committee recommends that the application for Civic # 4 Brentwood Avenue be granted approval in principle, permitting the finishing of the basement within an existing dwelling. 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 C: Residential Medium Density.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 2:

**Civic # 8-10 Knights Rest
Business (General Industry)
Zoning: Mixed Use (MIX) – Serviced**

The Committee recommends that the application for Civic # 8-10 Knights Rest be granted approval in principle, permitting the establishment of a standalone general industry business (tire & oil change services). Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy MIX-2 (Land Uses), Development Regulation 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), Schedule C: Mixed Use, and Schedule D: Off-Street Parking Requirements.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Councillor Collins left the meeting prior to discussion of Item # 3.

Item # 3:

**Civic # 1622 Portugal Cove Road
Business (Light Industry)
Zoning: Mixed Use (MIX) – Serviced**

The Committee recommends that the application for Civic # 1622 Portugal Cove Road be granted approval in principle, permitting the establishment of a light industry business (woodworking woodshop) in the basement, 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 Plan Policy MIX-2 (Land Uses), Development Regulation 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), Schedule C: Mixed Use, and Schedule D: Off-Street Parking Requirements.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Councillor Collins returned to the meeting after discussion of Item # 3.

Permits Issued:

Item # 6:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	17-015	02/03/2017	14-18	Princes Mountain Drive	Demolition
2	17-016	02/03/2017	14-18	Princes Mountain Drive	Accessory Building
3	17-017	02/06/2017	27-35	Dogberry Hill Road Ext	Dwelling Repairs
4	17-018	02/07/2017	9	Blue Sky Drive	Occupancy
5	17-019	02/07/2017	940-944	Indian Meal Line	Replace Septic Tank
6	17-020	02/08/2017	49-51	Tolt Road	Accessory Building
7	17-021	02/08/2017	28-36	Dogberry Hill Road Ext.	Business
8	17-022	02/08/2017	1404-1434	Portugal Cove Road	Ditch Reinstatement
9	17-023	02/08/2017	1388-1394	Portugal Cove Road	Ditch Reinstatement
10	17-024	02/08/2017	1382-1386	Portugal Cove Road	Ditch Reinstatement
11	17-025	02/09/2017	55-63	Jera Street	Occupancy
12	17-026	02/16/2017	305-307	Dogberry Hill Road Ext.	Accessory Building



BUSINESS ARISING



PLANNING & DEVELOPMENT

Planning and Development Committee Report Agenda

March 7th, 2017

In Attendance: Councillor Norm Collins (Chairperson)
Deputy Mayor Gavin Will
Councillor Joe Butler (Item # 1-2 & 4-6)
Les Spurrell, Planning & Development Coordinator
Ashley MacKinnon, Planning Technician

Also in Attendance: Mayor Moses Tucker
Chris Milley, Town Manager/Engineer

Applications:

- 1) Civic # 12-16B Mercers Road – Residential Subdivision
- 2) Civic # 7-9A Days Road – Subdivide Property & Construct Single Dwelling
- 3) Civic # 258-262 Olivers Pond Road – Accessory Buildings, Patio/Deck & Reconfiguration of Property Boundaries

Correspondence:

- 4) St. John's Urban Region Regional Plan Amendment No. 1, 2015, Municipal Plan Amendment No. 1, 2015, & Development Regulations Amendment No. 1, 2015 (Portugal Cove Road/Windsor Heights) – Notice of Registration
- 5) Murray's Pond Development Limited – Proposal to Change Public Open Space

Permits Issued:

- 6) Permits issued from February 17th to March 2nd, 2017

Planning and Development Committee Report

March 7th, 2017

In Attendance: Councillor Norm Collins (Chairperson)
Deputy Mayor Gavin Will
Councillor Joe Butler (Item # 1-2 & 4-6)
Les Spurrell, Planning & Development Coordinator
Ashley MacKinnon, Planning Technician

Also in Attendance: Mayor Moses Tucker
Chris Milley, Town Manager/Engineer

Item # 1

Motion: The Committee recommends that the application to subdivide property and construct a residential subdivision at Civic # 12-16B Mercers Road be rejected as per Appendix A: Tabled Report.

Item # 2

Motion: The Committee recommends that the application to subdivide property and construct a single dwelling at Civic # 7-9A Days Road be rejected as per Appendix A: Tabled Report.

Item # 3

Motion: The Committee recommends that the application for two accessory buildings and a patio/deck at Civic # 258-262 Olivers Pond Road and the proposed reconfiguration of the common property boundary with Civic # 240-256 Olivers Pond Road be granted approval in principle as per Appendix A: Tabled Report.

Item # 4

The Planning Department is in receipt of a notice from the Department of Municipal Affairs that Municipal Plan Amendment No. 1 2015 & Development Regulations Amendment No. 1, 2015 have been registered. These Amendments re-designated an area of land east of Windsor Heights from Agriculture to Residential and re-zoned the same area from Agriculture to Residential Low Density.

Notice of the registration was published in the NL Gazette on Friday, March 10th, 2017 and the Telegram on Saturday, March 11th, 2017.

Item Submitted for Information.

Item # 5

Motion: The Committee recommends that the request to change the location of the public open space for Murray's Pond Stage IIA be refused as the proposal is contrary to the Town's Municipal Plan & Development Regulations, specifically Development Regulation 88 (Land for Public Open Space).

Item # 6

There were three (3) permits issued from February 17th to March 2nd, 2017 as per Appendix A: Tabled Report.

Appendix A: Tabled Report
March 7th, 2017

Applications:

Item # 1:

Civic # 12-16B Mercers Road

Residential Subdivision

Zoning: Residential Medium Density (RMD) - Serviced

Preamble:

This application to subdivide property and construct a fully-serviced residential subdivision at Civic # 12-16B Mercers Road was granted approval in principle by Council on December 16th, 2014 (Motion 14-426) in accordance with the Town's 2014-2024 Municipal Plan and Development Regulations (the legally gazetted Municipal Plan and Development Regulations in place at the time). This decision was subsequently appealed to the Eastern Newfoundland Regional Appeal Board. On October 1st, 2015 the Board vacated the decision and Council was directed to reconsider the application under the 2004 Town Plan.

At the Appeal Board hearing, the Town expressed its opinion that Council made the correct decision by evaluating the application in accordance with the 2014-2024 Municipal Plan and Development Regulations as this was the only Municipal Plan and Development Regulations in legal existence at the time Council made its decision, as per the Urban and Rural Planning Act, 2000.

Subsequent to the Appeal Board's October 1st, 2015 decision on the Mercers Road subdivision application, a similar subdivision application (at Beachy Cove Road) was filed with the Board with the same grounds of appeal. Although the Board directed Council to reconsider the Mercers Road application under the 2004 Town Plan, the planning advice from the Department of Municipal Affairs for the Beachy Cove Road Appeal (which is consistent with the Town's opinion) found that correct administration of the Town's Municipal Plan and Development Regulations (2014-2024) was used when Council made a decision on that application as it was the governing document in legal effect at the time of a development decision being made, as there are no statements within the Plan or Regulations to indicate otherwise. The Board concluded that the Town acted in good faith when it considered the Beachy Cove Road application pursuant to the 2014-2024 Municipal Plan and Development Regulations - a conclusion which was contradictory to the decision made by the Board on October 1st, 2015 regarding this current application (Mercers Road Subdivision).

It is important to note that on August 14th, 2015, and preceding the Appeal Boards October 1st, 2015 decision, the Provincial Department of Environment and Conservation introduced a new Flood Risk Mapping Study for the community which replaced a previous study from 1996. The new study included 1:20 and 1:100 year flood risk areas within the boundaries of the proposed residential subdivision for Mercers Road.

The Water Resources Management Division of the Department of Environment and Conservation's Policy for Flood Plain Management list (among others) prevention of loss of human life and avoidance of personal hardship; minimizing flood damage to properties, infrastructure and the environment; minimizing disruption of transportation, social and business activity; and minimizing costs to taxpayers of Newfoundland and Labrador as the objectives of the Policy.

The Town shares the same views and concerns as those presented within the Division's Policy for development within designated Flood Risk Areas.

Therefore;

The Committee recommends that the application to subdivide property and construct a fully-serviced residential subdivision at Civic # 12-16B Mercers Road be rejected as the residential subdivision will be partially located within 1:20 and 1:100 year flood risk areas identified on the Provincial Department of Environment and Climate Change's Flood Risk Mapping in which the proposed development does not comply with the Department of Environment and Climate Change's Policy for Flood Risk Management and the Town's Municipal Plan and Development Regulations, specifically Plan Policy 3.3 (v) (Environmental Preservation and Enhancement), Plan Policy 3.3 (viii) (Soils and Drainage), and Development Regulation 73 (Issue of Permit Subject to Considerations). In addition, due to potential public safety concerns identified within the Objectives of the Water Resources Management Division's Policy for Flood Plain Management, this proposed subdivision development is also rejected under Development Regulation 10 (1) (Discretionary Powers of Council).

The Administrator recommended that this application be rejected.

Item # 2:

Civic # 7-9A Days Road

Subdivide Property & Construct Single Dwelling

Zoning: Traditional Community (TC) - Serviced

The Committee recommends that the application to subdivide property and construct a single dwelling at Civic # 7-9A Days Road be rejected as the proposal does not comply with the Town's Municipal Plan & Development Regulations 2014-2024, specifically as the proposed lot for the construction of the single dwelling does not have frontage on a publicly maintained street which does not comply with Development Regulation 9 (Permit Not to be Issued in Certain Cases), Development Regulation 47 (Lot Frontage), and Schedule C: Traditional Community, and the proposed front yard exceeds the maximum permitted under Schedule C: Traditional Community.

The Administrator recommended that this application be rejected.

Item # 3:

Civic # 258-262 Olivers Pond Road

Accessory Buildings, Patio/Deck & Reconfiguration of Property Boundaries

Zoning: Residential Low Density & Protected Watershed (RLD & PW) – Unserviced

The Committee recommends that the application for Civic # 258-262 Olivers Pond Road be granted approval in principle, permitting two accessory buildings, a patio/deck, and the proposed reconfiguration of the common property boundary with Civic # 240-256 Olivers Pond Road. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy GL-8 (General Layout Policies), Development Regulation 39 (Accessory Buildings), and Schedule C: Residential Low Density.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Permits Issued:

Item # 6:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	17-027	02/17/2017	105	Dogberry Hill Road Ext.	Occupancy
2	17-028	02/17/2017	22-28	Belbins Road	Demolition
3	17-029	02/20/2017	1618	Portugal Cove Road	Business



Tabled items at end of
Council Package for:

PLANNING & DEVELOPMENT



RECREATION

RECREATION & COMMUNITY SERVICES

Tuesday, March 7, 2017

In Attendance:

Chairperson, Councilor Aaron Facey
Councilor David Bartlett
Councilor Johnny Hanlon
Mayor Moses Tucker
Deputy Mayor Gavin Will (Item 4 only)

Staff:

Dawn Sharpe, Director of Recreation and Community Services

1. Jack Byrne Regional Sport and Entertainment Centre

The Manager of the Jack Byrne Regional Sport and Entertainment Centre (JBREC), Mr. Lorne Tucker, requested a letter of support from the Town of Portugal Cove – St. Philip's for the expansion of the facility to include a second ice surface. This support does not require any financial commitment. The committee would like to put forward the following recommendation:

Motion: Committee recommends that the Town provide a letter of support to the Jack Byrne Regional Sport and Entertainment Centre Board of Directors, for the expansion of their facility to include a second ice surface.

2. Community Grants Program

The Recreation Director will review the Community Grants Program and make recommendations to the committee on changes to the document to include non-profit organizations and Canadian Tire JumpStart Applicants. Policies and procedures will be brought forward at the next committee meeting.

3. Community Grants

After reviewing the Community Grant Application, the committee would like to put forward the following recommendation:

Motion: Committee recommends that the Town waive the Recreation Centre rental fee for Norma Reid and Wendy Reid Fairhurst to host a public meeting about "Aging Successfully in Portugal Cove – St. Philip's".

Motion: Committee recommends that the Town waive the Recreation Centre rental fee for "Rachel and Julianne's Special Project" fund-raiser for the JANEWAY Hospital.

Motion: Committee recommends that the Town waive the Recreation Centre rental fee for Deborah Kean for the Team Canada Healing Hands fund-raiser.

Motion: Committee recommends that the Town donate \$200.00 toward the Beachy Cove Grade 5 Boys Puma Team for hosting Provincial at Beachy Cove Elementary.

Motion: Committee recommends that the Town donate \$200.00 toward the Beachy Cove Grade 6 Boys Puma Team to assist with registration to attend Provincial.

4. Rainbow Gully Softball Field Lighting

Recreation Committee discussed the changes to the cost of the expansion of the Rainbow Gully Softball Field Lighting System.



PUBLIC WORKS



Public Works Committee
March 8, 2017

In attendance: Councillor Dave Bartlett, Chair
Councillor Johnny Hanlon
Staff: Gail Tucker, Director, Public Works
Linda Newhook, Public Works Coordinator
Regrets: Councillor, Norm Collins

1. Connectivity Plan Phase 1 – Thorburn Road & Dogberry Hill Road: Update

The project tender is to be advertised March 11, 2017. The revised project schedule indicates construction to commence beginning of May 2017 and completion scheduled for early September 2017. A revised budget estimate was received from EXP, which includes the integration of water stubs in the area of construction on Thorburn Road, at a cost of \$389,154 +HST.

2. Upper Level Town Hall Mini-Split Heat Pumps

Three qualified bids were received in response to the Town's tender for the installation of mini-split heat pumps in the Council Chambers, Mayor and Deputy Town Clerk offices and Council Boardroom, as well as in the St. Philip's Fire Hall. Jenkins Power was the lowest qualified bidder. The inclusion of the St. Philip's Fire Hall exceeds the capital budget for this project. Operational budget dollars will be redirected to cover the difference.

MOTION: Committee recommends that the contract for the Town Hall Mini-Split Heat Pump tender be awarded to Jenkins Power at a cost of \$43,800.05 HST included.

3. Ice Control Materials 2017-2018 (Salt Order)

Staff advised the order for ice control materials (i.e. salt only) for 2017-2018 is due and requested that approval be granted to order 1,750 tonnes of salt through the provincial government salt tender. The government is issuing a new tender this year and the price per tonne will be known once the tender is awarded.

MOTION: Committee recommends that an order of 1,750 tonnes of salt for 2017-2018 season be placed through the provincial government ice control materials tender process.

4. Generator Replacement - Depot

The generator previously used at the Depot during power loss events is inadequate in terms of load and power stability. A suitable generator, which will provide stable power and enhanced capacity, has been specified and sourced in consultation with RAN Engineering.

MOTION: Committee recommends that the purchase of a Honda EB10000 Generator at a cost of \$6,975 HST included be approved.



**ECONOMIC DEV.,
MARKETING &
COMMUNICATIONS**



PROTECTIVE SERVICES



Protective Services Committee

Tuesday, March 7, 2017

5:30pm

IN ATTENDANCE: Councilor Johnny Hanlon
Deputy Mayor Gavin Will
Fred Hollett, Co-Chief – Volunteer Fire Department
Heather Coughlan, Employee & Public Relations Administrator
Chris Milley, Town Manager / Engineer

ALSO IN ATTENDANCE: Mayor Moses Tucker

1. FES Updates

- Another regional training initiative is in the works after the success of the fall regional training session. Applications have already been received from members of Holyrood, Torbay, and Pouch Cove Departments, and other departments may also be interested. The training will take place at PCSP Station 1 from April 17th to 21st.
- Engine 2 has been scheduled for recall work at the end of April which will require the vehicle to be out of service for a week. Other arrangements for coverage during this week will be covered by the Mutual Aid Agreement.
- The PCSP Connects mass notification system may be of interest to potential needs in the Fire Department. FF Daren Janes will contact the Communications Coordinator for more information.
- The Chiefs are continuing to look into recreational fireworks in the province in terms of their proposed resolution.

- The Chiefs have costed out a recognized traffic management course for all members of the Department. This training is part of an effort to increase safety on scene where traffic control is necessary.

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2. Wildfire Community Preparedness Day

The Committee discussed the potential to hold a public event in conjunction with Wildfire Community Preparedness Day on May 6th. The Chiefs will bring the event to the Fire Department's Public Education Committee for ideas.

3. Civic Numbering Regulation

Some minor revisions made to the civic numbering regulations that were previously circulated to all of Council and the revised version has again been circulated to all members prior to this evening's Council meeting. The motion to adopt the new Civic Numbering Regulation will be brought forward later in the meeting.

4. Letter of Intent – Municipal Enforcement Services

A copy of the Letter of Intent between the Town of Portugal Cove-St. Philip's, the Town of Torbay and the Commissionaires has been circulated to all members of Council prior to this evening's Council meeting.

MOTION: The Committee recommends that Council sign the Letter of Intent between the Town of Portugal Cove-St. Philip's, the Town of Torbay and the Commissionaires of Newfoundland and Labrador.



ADMINISTRATION & FINANCE



Administration & Finance Committee Report
March 7, 2017 - 9:00 a.m.

In attendance: Chairperson, Deputy Mayor Will
Councillor Butler
Councillor Facey
Mayor Tucker

Staff: Chris Milley, Town Manager
Claudine Murray, Deputy Town Clerk

Regrets: Tony Pollard, Director of Financial Operations

1. Accounts for payment

MOTION: Committee recommends that Council approve payment of regular accounts in the amount of \$54,689.69 and Capital accounts in the amount of \$38,798.70 for a total of \$93,488.39

2. MNL's Avalon/Eastern Regional Meeting

Municipalities Newfoundland and Labrador will be holding our Avalon/Eastern Regional Meeting during the weekend of March 24 - 25th in St. John's. This event will bring together mayors, deputy mayors, councilors, and staff from our region to discuss Membership Strategy, Communication, Benchmarking Update & Fiscal Framework. To help assure the success of the MNL Regional Meetings, the Town is asked to be part of the exclusive sponsors represented.

MOTION: Committee recommends that the Town donate \$500 in sponsorship of the Municipalities Newfoundland and Labrador Avalon/Eastern Regional Meeting.

Discussion Items

1. MYCW project updates were provided and notably the approval to enter into a Project Management Consultant Agreement for the Water Metering Project has been received from the Department of Municipal Affairs.
2. The Town Manager will contact our EAP providers, Shepell-fgi, to confirm whether our Volunteer Firefighters are covered within the Towns' program.
3. The Mayor reminded Councillors and Staff of the March 9th meeting with Abydoz Environmental Inc. Committee debated whether the meeting would be defined as a council meeting or merely an opportunity for suppliers to inform staff and council of what is available for remote sewage treatment systems and how they operate.

Accounts for Payment - March 7, 2017

REGULAR ACCOUNTS:

S0035398	2/23/2017	A.Harvey & Compnay Ltd.	\$	26,540.18
		Winter salt		

730100607	2/2/2017	Marks Work Wearhouse	\$	9,588.44
		Public works clothing		

247949	2/23/2017	Weir's Construction	\$	12,696.07
		296.76ton Winter sand		

3558269634	1/31/2017	Xylem Canada Company	\$	5,865.00
		Wharf lift station maint & repairs		

TOTAL REGULAR ACCOUNTS	\$	54,689.69
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CAPITAL ACCOUNTS:

PCSP-1635-WP1-01	1/1/2017	Tract Consulting Inc.	\$	12,932.90
		Project Initiation - Maggies Place		

PCSP-1635-WP1-02	1/31/2017	Tract Consulting Inc.	\$	25,865.80
		Progress billing 1 - Maggies Place		

TOTAL CAPITAL ACCOUNTS	\$	38,798.70
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GRAND TOTAL	\$	93,488.39
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Town of Portugal Cove-St.Philips

BNK1 - BNS CURRENT ACCT

Cheques from 044449 to 044593 dated between 03/01/2017 and 03/07/2017

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
044450	02/20/2017 Adrian Green (of BGTV) WinterCam17 Filming Winter Carnival 2017	1,500.00 1,500.00	A/P	OUT-STD	02/20/2017
044451	02/20/2017 Glen Carew WinterCam17 Bic & the Ball points - Winter Carnival dance	3,000.00 3,000.00	A/P	OUT-STD	02/20/2017
044453	02/23/2017 ADT Security Services Canada Inc. 68425507 alarm system-town office 68430472 alarm system - voiseys brook 68430473 alarm system - rainbow gully road 68430474 alarm system-rec center 68430475 alarm system-depot	709.85 158.53 137.83 137.83 137.83 137.83	A/P	OUT-STD	02/23/2017
044454	02/23/2017 Air Liquid Canada Inc. 66270219 oxygen,acetylene	40.86 40.86	A/P	OUT-STD	02/23/2017
044455	02/23/2017 Automotive Supplies (1985) Ltd 28598- 2 PORTABLE BOOSTER PACKS 30746 2 sets pads, 4 rotors jeep patriot	1,367.21 1,129.30 237.91	A/P	OUT-STD	02/23/2017
044456	02/23/2017 Bell Mobility Inc. (Radio Division) 2-995000 Radio repairs Unit #32 & #46	195.50 195.50	A/P	OUT-STD	02/23/2017
044457	02/23/2017 Beresford Ltd 23584 town clothing for conference	213.86 213.86	A/P	OUT-STD	02/23/2017
044458	02/23/2017 Big Erics Inc. X67291 4 garbage buckets and cleaning wipes X68761 2 boxes paper towel X69175 Cleaning Supplies for Winter Carnival X69269 Cleaning Supplies for Winter Carnival	840.25 132.25 137.77 461.09 109.14	A/P	OUT-STD	02/23/2017
044459	02/23/2017 Bird Stairs 460566 cold patch	962.78 962.78	A/P	OUT-STD	02/23/2017
044460	02/23/2017 Bodyworks 17569 Body work on Unit #50	4,701.91 4,701.91	A/P	OUT-STD	02/23/2017
044461	02/23/2017 Chandler 1483031 Fire department uniforms 1490474- Fire department uniforms 1491914 Fire department uniforms 1491916 Fire department uniforms 1494461 Fire department uniforms 1505362 Fire department uniforms	322.00 115.00 23.00 82.80 28.75 60.95 11.50	A/P	OUT-STD	02/23/2017
044462	02/23/2017 Cintas Canada Limited 5007146511 eye wash station/supplies	608.53 608.53	A/P	OUT-STD	02/23/2017
044463	02/23/2017 Corporate Express 43610601 cash counter	331.65 331.65	A/P	OUT-STD	02/23/2017
044464	02/23/2017 Dave Gulliver Cabs Ltd. 67843 Taxi chit from annual dinner & dance	52.00 52.00	A/P	OUT-STD	02/23/2017
044465	02/23/2017 Dewanye Whitewick 184724 reimb prescription safety glasses	399.00 399.00	A/P	OUT-STD	02/23/2017
044466	02/23/2017 E. Tucker & Sons Ltd. 40322 Repairs to ear on wing arm as required Unit 40333 Manufacture 1 pin Unit 544K	1,433.91 1,114.06 319.85	A/P	OUT-STD	02/23/2017
044467	02/23/2017 Economic Developers Association of Canada	241.82	A/P	OUT-STD	02/23/2017

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of Portugal Cove-St.Philips
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Number	Issued	Amount	SC	Status	Status Date
	563-14902 membership renewal-JL	241.82			
044468	02/23/2017 Fastenal Canada Company	1,007.23	A/P	OUT-STD	02/23/2017
	NFMOU162765 Discount	-21.91			
	NFMOU162766 dummy invoice to offset discount	9.61			
	NFMOU169311 equip maint supplies	181.40			
	NFMOU169678 Nitty Gritty Glove - insulated (48 large)	838.13			
044469	02/23/2017 Frederick Hollett	2,098.75	A/P	OUT-STD	02/23/2017
	Feb12-18 Fd consultations Feb12-18	661.25			
	Feb5-11 FD consultations Feb5-11	1,437.50			
044470	02/23/2017 Gardaworld	3,743.25	A/P	OUT-STD	02/23/2017
	07620001986 Park security Dec25-31	2,052.75			
	07620002121 Security for parks Feb5-11	1,690.50			
044471	02/23/2017 GCR Tire Centers	192.51	A/P	OUT-STD	02/23/2017
	931-55547 Unit #49 tire repair	52.27			
	931-55801 Unit 38 wheel / tire repair	140.24			
044472	02/23/2017 GFL Environmental Inc.	1,097.78	A/P	OUT-STD	02/23/2017
	E60000028435 dump/replace garb bin	1,097.78			
044473	02/23/2017 Grand Concourse Authority	612.30	A/P	OUT-STD	02/23/2017
	16116 Rainbow gully community garden	612.30			
044474	02/23/2017 Hickman Motors	63.89	A/P	OUT-STD	02/23/2017
	970627S Unit #45 wipers	63.89			
044475	02/23/2017 Home Depot	1,151.32	A/P	OUT-STD	02/23/2017
	0450085 Material for the storage unit	184.78			
	3450068 1 piece 6x6 post	615.85			
	6462041 saw blades, drill press, picture hangers	350.69			
044476	02/23/2017 Image 4 Printing & Design Inc.	235.75	A/P	OUT-STD	02/23/2017
	17231 Xmas cards	235.75			
044477	02/23/2017 Irving Oil Limited	7,487.35	A/P	OUT-STD	02/23/2017
	438615 gas	2,470.09			
	650730 Gas	2,479.15			
	755041 Gas	2,538.11			
044478	02/23/2017 Island Office Furniture	4,735.47	A/P	OUT-STD	02/23/2017
	IN0000170699 conf table, 8 chairs	4,735.47			
044479	02/23/2017 Jaguar Media Inc.	678.00	A/P	OUT-STD	02/23/2017
	membership17 membership renewal the municipal network	678.00			
044480	02/23/2017 Kent Building Supplies	907.80	A/P	OUT-STD	02/23/2017
	14814963 Christmas Tree Lighting Materials	95.23			
	14825473 Miscellaneous items for upper renos	102.02			
	14826935 durabond Upper Bldg Renos	29.23			
	14863336 ice melt and wood trim	173.42			
	14920733 5/8 plywood good two sides - Recreation	63.31			
	14924582 Winter Carnival Games Materials	89.51			
	1551406 bolts - bathrooms lower level	6.52			
	1555052 Ladder - 6ft	152.92			
	1578113 Salt, miscellaneous supplies for buildings	195.64			
044481	02/23/2017 Mark's Work Wearhouse	3,677.68	A/P	OUT-STD	02/23/2017
	730100523 2nd pair of jeans per clothing order	276.00			
	730100566 Public Works Clothing - Baffins Icebear Cok	3,277.50			

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	730100627 Rain Gear - BJ Hibbs	124.18			
044482	02/23/2017 Maxxam Analytics Inc.	317.40	A/P	OUT-STD	02/23/2017
	SJ3202901 water testing	317.40			
044483	02/23/2017 McInnes Cooper	627.90	A/P	OUT-STD	02/23/2017
	2017001445 dismissal claim-g.lynch	627.90			
044484	02/23/2017 McLoughlan Supplies Ltd.	613.07	A/P	OUT-STD	02/23/2017
	1000555 F41 bulbs TH, F32 bulbs Depot, T8 lamp Va	613.07			
044485	02/23/2017 Michael Ritter Photography	250.00	A/P	OUT-STD	02/23/2017
	Winter Cam17 Photography family day winter cam17	250.00			
044486	02/23/2017 Micmac Fire & Safety Source Ltd.	405.28	A/P	OUT-STD	02/23/2017
	NL-00841055 bunker boots, suspenders-FD	405.28			
044487	02/23/2017 Murray's Pond Country Club	846.20	A/P	OUT-STD	02/23/2017
	161201 Draft budget meeting	423.10			
	170111 Meeting - Maggies Place	423.10			
044488	02/23/2017 Newfoundland Exchequer	50.00	A/P	OUT-STD	02/23/2017
	CommOaths Commissioner for Oaths-C.Murray	50.00			
044489	02/23/2017 Northeast Avalon Times	3,766.25	A/P	OUT-STD	02/23/2017
	5519 Oct ads, dis use ad	1,035.00			
	5583 Dec ads	805.00			
	5615 Jan ads,dis use ads	1,926.25			
044490	02/23/2017 Orkin Canada Corporation	1,360.00	A/P	OUT-STD	02/23/2017
	313198 Pest control annual town office	707.94			
	IN-7450568 Pest control-rainbow gully	37.95			
	IN-7450571 Pest control-rec center	73.60			
	IN-7450579 pest control-depot	71.30			
	IN-7450612 Pest control-voiseys brook	54.05			
	IN-7450638 Pest control-generator shed	89.13			
	IN-7516753 Pest control-depot	71.30			
	IN-7516854 Pest control-rec center	73.60			
	IN-7516873 Pest control-rainbow gully	37.95			
	IN-7517060 Pest control-generator shed	89.13			
	IN-7517122 Pest control-Voiseys Brook	54.05			
044491	02/23/2017 Parts for Trucks	1,187.64	A/P	OUT-STD	02/23/2017
	40371616-01 freight-special order-Unit 20	32.35			
	40371763-00 brake chamberunit 20	326.50			
	40374213-00 Master switch, 2 cable ends and cable Unit	67.70			
	40374386-00 steering u-joint unit 32	72.47			
	40379080-00 unit 20 wheel seal & gasket, synthetic oil, h	479.69			
	40379586-00 6 portable fuse holders, 40amp fuses, 12 ca	208.93			
044492	02/23/2017 Pik-Fast Express Inc.	31.00	A/P	OUT-STD	02/23/2017
	WE02-013247 water	31.00			
044493	02/23/2017 Pinnacle Office Solutions	132.65	A/P	OUT-STD	02/23/2017
	117974 copier maint	132.65			
044494	02/23/2017 Protek Industries	853.30	A/P	OUT-STD	02/23/2017
	19519 1 pallet cold patch	853.30			
044495	02/23/2017 Receiver General for Canada	2,082.00	A/P	OUT-STD	02/23/2017
	20170008205 FD radio authorization renewal 2017	2,082.00			
044496	02/23/2017 Richard Murphy	2,587.50	A/P	OUT-STD	02/23/2017

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	Feb13-19	Fd consultations Feb13-19			
	Feb6-12	Fd consultations Feb6-12			
044497	02/23/2017 RNCA	505.00	A/P	OUT-STD	02/23/2017
	ad2016	ad-annual crime prevention guide			
044498	02/23/2017 Rogers Payment Centre	100.60	A/P	OUT-STD	02/23/2017
	feb17	cable fd			
044499	02/23/2017 Royal Freightliner	412.51	A/P	OUT-STD	02/23/2017
	145907F	filter			
	146067F	filters, fuel, oil - unit#32, 48			
044500	02/23/2017 SJFFA GUIDE	396.90	A/P	OUT-STD	02/23/2017
	ad2016	ad-childrens fire safety journal			
044501	02/23/2017 SME	460.00	A/P	OUT-STD	02/23/2017
	42700	Shipping container rental			
044502	02/23/2017 Speedy Automotive	565.16	A/P	OUT-STD	02/23/2017
	14685-64092	Depot tools - socket sets, plyers, vise-grip cl			
044503	02/23/2017 St. John Ambulance	450.00	A/P	OUT-STD	02/23/2017
	I-NL-014412	30 CPR re-certifications			
044504	02/23/2017 Steele Communications	862.50	A/P	OUT-STD	02/23/2017
	187522-1	radio ads			
044505	02/23/2017 Steelfab Industries Ltd.	1,844.82	A/P	OUT-STD	02/23/2017
	0000130076	2 pieces plate for manhole repairs			
	0000130275	Cutting edge unit #50			
	0000130387	brackets for signs			
044506	02/23/2017 Telus	1,914.93	A/P	OUT-STD	02/23/2017
	Feb17	Cells Feb17			
044507	02/23/2017 Terra Nova Grannies	150.00	A/P	OUT-STD	02/23/2017
	WinterCam17	Soup/rolls-Craft Fair Winter Cam 2017			
044508	02/23/2017 The Royal Canadian Legion	425.00	A/P	OUT-STD	02/23/2017
	AD2017	Ad-military service recognition book			
044509	02/23/2017 Tucker Electronics Ltd.	2,563.70	A/P	OUT-STD	02/23/2017
	149825	audio equip for council chambers			
044510	02/23/2017 Valero Energy Inc.	19,918.41	A/P	OUT-STD	02/23/2017
	4111148987-	Furnace oil			
	4111151167	Diesel			
	4111158606	Diesel			
	4111168320	Diesel			
	4111175849	Diesel			
	4111206487	Furnace oil			
	4111213076	Diesel			
	4111224981	Diesel			
	4111224982	Diesel			
	4111228710	Diesel			
	4111228711	Furnace oil			
044511	02/23/2017 VitalAire	194.13	A/P	OUT-STD	02/23/2017
	3631037	5 oxygen cylinders			
044512	02/23/2017 Water Werks Communications	1,725.00	A/P	OUT-STD	02/23/2017
	18736	website development			
044513	02/23/2017 Windco Enterprises	109.25	A/P	OUT-STD	02/23/2017

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	20170069 Remove Christmas Lights from outside Tree	109.25			
044514	02/23/2017 Wolseley Canada Inc.	1,662.10	A/P	OUT-STD	02/23/2017
	5130357 2 manhole covers, 2 rings	1,662.10			
044515	02/23/2017 Xylem Canada Compnay	334.76	A/P	OUT-STD	02/23/2017
	3558269485 2 guide brackets-anchor bolts wharf lift stati	136.90			
	3558269820 10 meters chain - for lift station pumps on P	149.73			
	3558269821 10 meters chain - for lift station pumps on P	48.13			
044516	02/23/2017 Oceanex Inc.	6,095.00	A/P	OUT-STD	02/23/2017
	2429833 Container for Salt	6,095.00			
044517	02/23/2017 Workplace Health, Safety and Compensation Commission	44,284.47	A/P	OUT-STD	02/23/2017
	A0520769 Assessment invoice 2017	44,284.47			
044518	02/23/2017 A. Harvey & Company Ltd.	26,957.92	A/P	OUT-STD	02/23/2017
	S0034299 winter salt	26,957.92			
044519	02/23/2017 City of St. John's	11,375.31	A/P	OUT-STD	02/23/2017
	10901 #000850 Landfill use Jan 2017	11,375.31			
044520	02/23/2017 EXP. Services Inc.	10,018.34	A/P	OUT-STD	02/23/2017
	354227 Spurrels Road bridge	10,018.34			
044521	02/23/2017 Harvey & Company Limited	7,479.27	A/P	OUT-STD	02/23/2017
	1035322 Rear end - unit	9,284.80			
	1035324 Lube oil	11.26			
	1035393 Unit #20 Tandem - oil seal for rear end	159.53			
	1035394 Return-Differential FWD	-1,725.00			
	1036163 unit 20 brake light switch	67.00			
	108560 Unit 38 - diagnostic	218.44			
	42295 Overpayment - credit on account	-170.62			
	42852 overpamyent - paid invoice twice	-366.14			
044522	02/23/2017 Vigilant Management Inc.	4,663.25	A/P	OUT-STD	02/23/2017
	799 Lifestyle center	5,123.25			
	799 credit Credit for overpayment	-460.00			
044523	02/23/2017 Weir's Construction Ltd.	29,933.07	A/P	OUT-STD	02/23/2017
	247817 winter sand	18,087.15			
	247905 Winter sand	11,845.92			
044524	02/23/2017 Xylem Canada Compnay	7,656.93	A/P	OUT-STD	02/23/2017
	3558269600 pump connection-wharf lift	7,656.93			
044525	02/23/2017 Tax Administration Division	3,199.71	A/P	OUT-STD	02/23/2017
	HapsetReview Hapset Review-13/14/15	3,199.71			
044526	02/23/2017 Inspiration Enterprises Inc.,	142.81	A/R	OUT-STD	02/23/2017
044527	02/23/2017 Marilyn Ayres	200.00	G/L	OUT-STD	02/23/2017
	5155-6100 Refund of Valentines Dinner Marilyn Ayres	200.00			
044528	02/23/2017 Crystal Lawrence	100.00	G/L	OUT-STD	02/23/2017
	5155-6100 Refund of Valentines Dinner Crystal Lawre	100.00			
044529	02/23/2017 Tony Pollard	100.00	G/L	OUT-STD	02/23/2017
	5155-6100 Refund of Valentines Dinner Tony Pollard	100.00			
044530	02/23/2017 B&L General Contracting Limited	90,129.59	G/L	OUT-STD	02/23/2017
	3305-0000 Release of Security deposit B&L General (90,129.59			
044531	02/23/2017 N.A.P.E.	1,572.00	G/L	OUT-STD	02/23/2017
	3313-0000 N.A.P001 Union Dues Jan 2017 N.A.P.E.	1,572.00			

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044532	02/23/2017 CIBC Mellon Jan17 Pension Contr Jan17	13,176.79 -13,176.79*	A/P	*VOID*	02/23/2017
044533	02/23/2017 CIBC Mellon 3312-0000 CIBCM002 Pension Contr Jan17 EE CIBC	10,259.84 9,715.01	G/L	OUT-STD	02/23/2017
044534	02/23/2017 CIBC Mellon Jan2017 Pension Contr Jan17+C.Fitz16	12,824.80 12,824.80	A/P	OUT-STD	02/23/2017
044536	02/28/2017 Lori Gosse 5155-6100 50/50 Draw - Winter Carnival Lori Gosse	1,771.00 1,771.00	G/L	OUT-STD	02/28/2017
044537	03/03/2017 A. Harvey & Company Ltd. S0035308 Road salt	3,661.29 3,661.29	A/P	OUT-STD	03/03/2017
044538	03/03/2017 Action Car & Truck Accessories 10072215 unit 49 cutting edge	398.02 398.02	A/P	OUT-STD	03/03/2017
044539	03/03/2017 Air Liquid Canada Inc. 66357922 Setaline	285.44 285.44	A/P	OUT-STD	03/03/2017
044540	03/03/2017 Allison Power 005 Fitness classes - Jan31-Feb28	480.00 480.00	A/P	OUT-STD	03/03/2017
044541	03/03/2017 Apex Const. Specialities Inc. 240881 Tiger torch - hose and fittings	373.75 373.75	A/P	OUT-STD	03/03/2017
044542	03/03/2017 Bazel Hibbs Travel claim-incident 300 Incident command system 300 course	36.00 36.00	A/P	OUT-STD	03/03/2017
044543	03/03/2017 Bell Mobility Inc. (Radio Division) 2-995723 broken antenna	112.41 112.41	A/P	OUT-STD	03/03/2017
044544	03/03/2017 Bird Stairs 470125 Cold Patch - pallett load 470316 Cold Patch - pallett load	1,925.56 962.78 962.78	A/P	OUT-STD	03/03/2017
044545	03/03/2017 Cabot Auto Glass & Upholstery 8088-1042641 2 tubes urethane	23.00 23.00	A/P	OUT-STD	03/03/2017
044546	03/03/2017 Cansel - St. John's 90312673 Pin Locators	1,696.25 1,696.25	A/P	OUT-STD	03/03/2017
044547	03/03/2017 Certified Laboratories 478125 20 L of Diesel mate	436.94 436.94	A/P	OUT-STD	03/03/2017
044548	03/03/2017 Country Trailer Sales 1999 Ltd. 28641 Trip spring, unit #20	548.19 548.19	A/P	OUT-STD	03/03/2017
044549	03/03/2017 CPA Atlantic School of Business 16763 Annual dues-T.Simmons	718.75 718.75	A/P	OUT-STD	03/03/2017
044550	03/03/2017 E. Tucker & Sons Ltd. 40339 manufacture one pin unit 544K 40350 Repairs to snow blade	1,935.13 261.88 1,673.25	A/P	OUT-STD	03/03/2017
044551	03/03/2017 East Coast Hydraulics 0000035094 Hydraulic Hose 624J 0000035256 Hydraulic Hose - 624H	86.86 35.06 51.80	A/P	OUT-STD	03/03/2017
044552	03/03/2017 EMM Hardchrome and Hydraulics 171039 Replace hydraulic cylinder for wing	897.00 897.00	A/P	OUT-STD	03/03/2017
044553	03/03/2017 Fastenal Canada Company NFMOU170328 maint supplies-nuts,bolts,etc	61.40 61.40	A/P	OUT-STD	03/03/2017
044554	03/03/2017 Frederick Hollett Feb19-25 Fd consultations Feb19-25	1,437.50 1,437.50	A/P	OUT-STD	03/03/2017

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of Portugal Cove-St.Philips
BNK1 - BNS CURRENT ACCT
 Cheques from 044449 to 044593 dated between 03/01/2017 and 03/07/2017

CHEQUE REGISTER

Printed: 8:55:27AM 03/07/2017

Page 7 of 8

Number	Issued	Amount	SC	Status	Status Date
044555	03/03/2017 Gardaworld 07620002163 Security - Feb19-25	1,690.50 1,690.50	A/P	OUT-STD	03/03/2017
044556	03/03/2017 GCR Tire Centers 931-56104 Unit 15 plug and repair tire	28.69 28.69	A/P	OUT-STD	03/03/2017
044557	03/03/2017 Image 4 Printing & Design Inc. 17227 vehicle notice cards 17379 Newsletter	2,589.04 79.35 2,509.69	A/P	OUT-STD	03/03/2017
044558	03/03/2017 Irving Oil Limited 726008 Gas	1,513.84 1,513.84	A/P	OUT-STD	03/03/2017
044559	03/03/2017 Jackie Tucker Jan/Feb17 Office cleaning Jan&Feb	1,620.00 1,620.00	A/P	OUT-STD	03/03/2017
044560	03/03/2017 Joe Donkers (Petty Cash) PettyCashMar17 Petty cash reimb Jan-Mar17	370.55 370.55	A/P	OUT-STD	03/03/2017
044561	03/03/2017 Kent Building Supplies 14962269 Salt for buildings 14966112 supplies for book shelves 1586870 Salt for buildings 1586885 Salt for buildings 1587962 15 bags ice melt 1587970 15 bags ice melt 20024 salt-refund 20042 salt-bldg-refund wrong price	839.68 104.74 171.56 284.97 130.93 130.93 360.35 -212.87 -130.93	A/P	OUT-STD	03/03/2017
044562	03/03/2017 Krista Holden Feb17 Fitness classes - Feb17	450.00 450.00	A/P	OUT-STD	03/03/2017
044563	03/03/2017 Lindsey Hynes Jan-Mar17 Zumba classes - Jan-Mar17	850.00 850.00	A/P	OUT-STD	03/03/2017
044564	03/03/2017 LW Consulting clerkrecruit Recruitment of Deputy Clerk successionplan Succession plan town clerk	6,924.09 4,049.09 2,875.00	A/P	OUT-STD	03/03/2017
044565	03/03/2017 Mark's Work Wearhouse 730-06859 Partial clothing order	2,831.42 2,831.42	A/P	OUT-STD	03/03/2017
044566	03/03/2017 Michael Stone Mar17 Len Collins Band-Paddys Day Social	375.00 375.00	A/P	OUT-STD	03/03/2017
044567	03/03/2017 Micmac Fire & Safety Source Ltd. NL-00841196 Gloves and Hoods	1,828.50 1,828.50	A/P	OUT-STD	03/03/2017
044568	03/03/2017 Mr. Electric 205185907 Replace 2HP 600V - air intake motor St. Ph	1,365.05 1,365.05	A/P	OUT-STD	03/03/2017
044569	03/03/2017 Neopost Canada 6162176 Postage meter lease-Mar15-Apr14	173.99 173.99	A/P	OUT-STD	03/03/2017
044570	03/03/2017 Newfound Disposal Systems Ltd. 0000504022 paper recycling/shredding	52.92 52.92	A/P	OUT-STD	03/03/2017
044571	03/03/2017 NL Association of Fire Services 4818 2017 membership dues	402.50 402.50	A/P	OUT-STD	03/03/2017
044572	03/03/2017 Parts for Trucks 40379212-00 cable ties for WW 40379213-00 wiper blades x12 40380963-00 24 cans DEF fluid	586.23 94.81 134.00 357.42	A/P	OUT-STD	03/03/2017
044573	03/03/2017 Pik-Fast Express Inc.	15.50	A/P	OUT-STD	03/03/2017

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Town of Portugal Cove-St.Philips
BNK1 - BNS CURRENT ACCT
 Cheques from 044449 to 044593 dated between 03/01/2017 and 03/07/2017

CHEQUE REGISTER

Printed: 8:55:27AM 03/07/2017

Page 8 of 8

Number	Issued	Amount	SC	Status	Status Date
	WE02-013485 Water	15.50			
044574	03/03/2017 Princess Auto Ltd.	276.00	A/P	OUT-STD	03/03/2017
	87206 24 cases windshield wash	276.00			
044575	03/03/2017 Renu Industries Canada	517.50	A/P	OUT-STD	03/03/2017
	30414 repair tank	517.50			
044576	03/03/2017 Richard Murphy	891.25	A/P	OUT-STD	03/03/2017
	Feb20-26 FD Consutations Feb20-26	891.25			
044577	03/03/2017 SME	460.00	A/P	OUT-STD	03/03/2017
	42874 Shipping container rental	460.00			
044578	03/03/2017 St. Philip's Anglican Parish	135.00	A/P	OUT-STD	03/03/2017
	HallRental17 Budget meeting (Dec16) & Yoga (Feb2)	135.00			
044579	03/03/2017 Steele Communications	2,070.00	A/P	OUT-STD	03/03/2017
	187973-1 winter carnival radio ads	1,104.00			
	190629-1 Winter carnival radio ads	966.00			
044580	03/03/2017 Stewart McKelvey	685.12	A/P	OUT-STD	03/03/2017
	90560984 Legal fees-road upgrading	685.12			
044581	03/03/2017 Telelink Call Centre	423.88	A/P	OUT-STD	03/03/2017
	C9139-1703 telephone answering system	423.88			
044582	03/03/2017 The Telegram	433.32	A/P	OUT-STD	03/03/2017
	TE00513231 Job ad-librarian	433.32			
044583	03/03/2017 Wajax (Power Systems) #30	349.81	A/P	OUT-STD	03/03/2017
	BK0322 Repairs to transmission Unit #40	349.81			
044584	03/03/2017 Western Hydraulic 2000 Ltd.	79.35	A/P	OUT-STD	03/03/2017
	4245 Swivel for Unit #30	79.35			
044585	03/03/2017 Windco Enterprises	296.59	A/P	OUT-STD	03/03/2017
	20170160 Flags for Town Hall	78.09			
	20170175 Repairs to siding on town office	109.25			
	20170195 Replace bolt in speed limit sign @dogberry	109.25			
044586	03/03/2017 CIBC Mellon	12,389.10	A/P	OUT-STD	03/03/2017
	Feb17 Pension plan contr Feb17	12,389.10			
044587	03/03/2017 CIBC Mellon	9,911.28	G/L	OUT-STD	03/03/2017
	3312-0000 CIBCM002 Pension Contributions Feb17 C	9,911.28			
044588	03/03/2017 N.A.P.E.	1,584.00	G/L	OUT-STD	03/03/2017
	3313-0000 N.A.P001 Union Dues Feb2017 N.A.P.E.	1,584.00			
044589	03/03/2017 Joe Donkers (Petty Cash)	24.30	A/P	OUT-STD	03/03/2017
	MileageMar1 Mileage claim march 1-bank, court	24.30			
044590	03/03/2017 Newfoundland Exchequer	17.71	G/L	OUT-STD	03/03/2017
	5155-6100 Lottery Licence fee Winter17 Newfoundland	17.71			
044591	03/03/2017 Leah Power	138.00	A/P	OUT-STD	03/03/2017
	381005 Reimb-Registered mail - ws connection noti	138.00			
Cheque Totals Issued:		433,381.68			
Void:		13,176.79			
Total Cheques Generated:		446,558.47			
Total # of Cheques Listed:		140			

* - Partial payment was made on Invoice

** - Name on Check was modified



CORRESPONDENCE

412 Beachy Cove Road
Portugal Cove-St. Philip's, NL
AIM 3RG

1119 Thorburn Road
Portugal Cove-St. Philip's, NL
AIM 1TG

February 21 2017

Dear Town of Portugal Cove-St. Philip's,

My Name is [REDACTED]

I am a grade 14 student from
Beachy Cove Elementary School.

I am writing a letter to thank
you for all the things you do.

Thank you for plowing the roads
every day. Thank you for having
all the fun activities. Thank you
for paying for skating at the
Jack Byrne Arena. I really
appreciate all the things you do.

Sincerely,

[REDACTED]

Town of Portugal Cove St. Phillips
1119 Thorburn road
Portugal Cove -St. Phillips
AIM 1t6

Beachy Cove Elementary
412 Beachy Cove Road
Portugal Cove St. Phillips
AIM 3R6

21 February 2017

Dear town of PCSP,

My name is [REDACTED] and I'm a student at Beachy Cove Elementary.

I'm writing to you because I would like to thank you for taking us to Jack Byrne arena (J.B.A) That was very nice.

Did you like the winter carnival?

I was wondering if you know when the new school will open.

I'm very excited .I will be one of first students to go

Skating was fun. I hope you have enough money to go next year.

I think it's important to go on a field trip because you learn more seeing it in person than seeing pictures.

Sincerely,

[REDACTED]

Feb-21 2017

Beachy Cove Elementary
412 Beachy Cove Road
Portugal Cove-St Philips NL
A1M 3R6

Town of Portugal Cove-St.Philips
1119 Thorburn Road
Portugal Cove-St. Philips NL
A1M 1T6

To the town of St-Philips

I want to thank you for paying for the bus ride. Just to let you know i'm a grade four student named [REDACTED]

On the bus ride we were singing Wheels on the bus. When I walked in Jack Bern Arena I saw my dad waiting for me.

It was hard putting on my skates without my dad but my dad was there so it was easy putting on them but it was hard walking with my skates so I got over it.

Skating in Jack Bern was fun. I fell over Millions of times it was super fun.

Thanks,

[REDACTED]

Beachy Cove Elementary
412 Beachy Cove road
Portugal cove-st.philips NL
A1M 3R6

March 2 2017

To the town.

Hello my name is [REDACTED] and I am a student from Beachy Cove Elementary. I would like to Thank you for paying for our bus to Jack Burn I really appreciate it. I had a blast. We were going in the penalty box a lot but I was in there the most but none of that would have happened if you did not pay for it.

Thanks,

[REDACTED]

Beachy Cove Elementary
412 Beachy Cove Road
Portugal Cove - St. Phillips, NL
A1M 3R6

Town of Portugal Cove - St. Phillips, NL
1119 Thorburn Road
Portugal Cove - St. Phillips, NL
A1M 1T6

Feb 24, 2017

Dear Town of PCSP,

Hello my name is [REDACTED] Thank
you for taking us to Jack Byrne arena!
At Jack Byrne we played tag on the ice
and I learned how to stop. The bus
ride was amazing because every one
started to sing. Wheels on the bus
go round and round and ~~that~~ ^{it} was funny!
You guys are awesome because you take
us skating every year. I just want to
say thank you very very much. #Kindness
#Amazing.

yours truly,
[REDACTED]



**NEW/GENERAL/
UNFINISHED BUSINESS**

New Business item: To be presented by Admin Finance Chair – Deputy Mayor Will

Appointment of Assessment Review Commissioner:

MOTION: I recommend that the Mr. Tom Strickland of Business Logistics be appointed as the Assessment Review Commissioner for the Town of Portugal Cove-St. Philip's for the year 2017.

So moved



AGENDA ITEMS/ NOTICE OF MOTIONS

AS PER NOTICE OF MOTION – to be presented by Councilor Johnny Hanlon for Protective Services

As per the Notice of Motion given at the February 28th Public Council Meeting, the Protective Services Committee submits the following:

MOTION: Committee recommends that the Town of Portugal Cove – St. Philip's adopt the Civic Numbering Regulation.

Town of Portugal Cove-St. Philip's

Civic Number Signage Regulations, 2017

Pursuant to and by virtue of the powers conferred by Sections 171 and 414 (rr) of the *Municipalities Act, 1999* SNL 1999, c. M-24 as amended, the Town Council of the Town of Portugal Cove-St. Philip's enacts the following Civic Number Signage Regulations.

1.0 TITLE

These Regulations may be cited as the "*Town of Portugal Cove-St. Philip's Civic Number Signage Regulations, 2017*".

2.0 PURPOSE

These Regulations are enacted to require and guide the installation of civic number signage on developed lots for consistency and effective use by emergency services when locating a principle building during an emergency situation.

3.0 INTERPRETATION

In these Regulations,

- 3.1 "**Act**" shall mean the *Municipalities Act, 1999*, SNL 1999, c. M-24, as amended.
- 3.2 "**Civic Number**" shall mean the number(s) assigned to a lot by Council as per the Town of Portugal Cove-St. Philip's *Civic Numbering Policy*.
- 3.3 "**Civic Number Sign**" shall mean a word, letter, model, placard, board, device, or representation, employed wholly for the purpose of displaying the civic number and other text permitted by these Regulations.
- 3.4 "**Council**" shall mean the duly elected Council of the Town of Portugal Cove-St. Philip's.
- 3.5 "**Driveway**" shall mean a vehicular passageway connected to a public or private thoroughfare, and providing ingress and egress from a lot.
- 3.6 "**Lot**" shall mean any plot, tract, or parcel of land which can be considered as a unit of land for a particular use or building.
- 3.7 "**Principle Building**" shall mean a building or structure containing the principle permitted use on a lot, where all portions of such building or structure share a common foundation, well, and roof structure (eg. dwelling).

- 3.8 **“Town”** shall mean the Town of Portugal Cove-St. Philip’s as incorporated under the Act.

4.0 APPLICATION OF REGULATIONS

These Regulations shall apply to all principle buildings located within the Town’s municipal boundary.

5.0 REGULATIONS

- 5.1 All principle buildings within the Town shall be identified with a civic number sign conforming to the requirements of these Regulations.
- 5.2 The civic number sign shall have the following specifications:
- 5.2.1 The civic number shall be in Arabic numerals only (0, 1, 2, 3...).
 - 5.2.2 The font chosen shall allow the numerals to be easily read and differentiated.
 - 5.2.3 The minimum height of numerals shall not be less than 100 mm (4 inches).
 - 5.2.4 The color of each numeral shall contrast with the color of the sign background or the surface to which it is attached.
 - 5.2.5 The civic number sign must be effectively illuminated between dusk and dawn. Effective illumination may be achieved through one of the following methods:
 - 5.2.5.1 Photosensitive automatic self-illumination.
 - 5.2.5.2 Reflective sign material.
 - 5.2.5.3 Proximity to a permanently fixed photosensitive exterior light source producing a minimum of 10 lux at the sign.
 - 5.2.6 The civic number sign shall not include any other text except for the street name, building name, or family name. The numerals of the civic number shall be at least 25% larger than the other text. A civic number sign placed in accordance with Regulation 5.3.3 shall only include the civic number.
- 5.3 The civic number sign shall be located as follows:
- 5.3.1 The civic number sign shall be installed on the principle building within 600 mm (2 ft) of either side of a doorway and 300 mm (1 ft) above a doorway used to access the principle building and facing the road (including overhead doors). The preferred location is to the right of the primary building entrance, while

facing the building, at a height of 1800 mm (6ft) above the door sill (see Figure 1; Figure 2, Option A).

5.3.2 The bottom of the numerals must be a minimum 1200 mm (4 ft) above the ground and able to be seen during winter conditions.

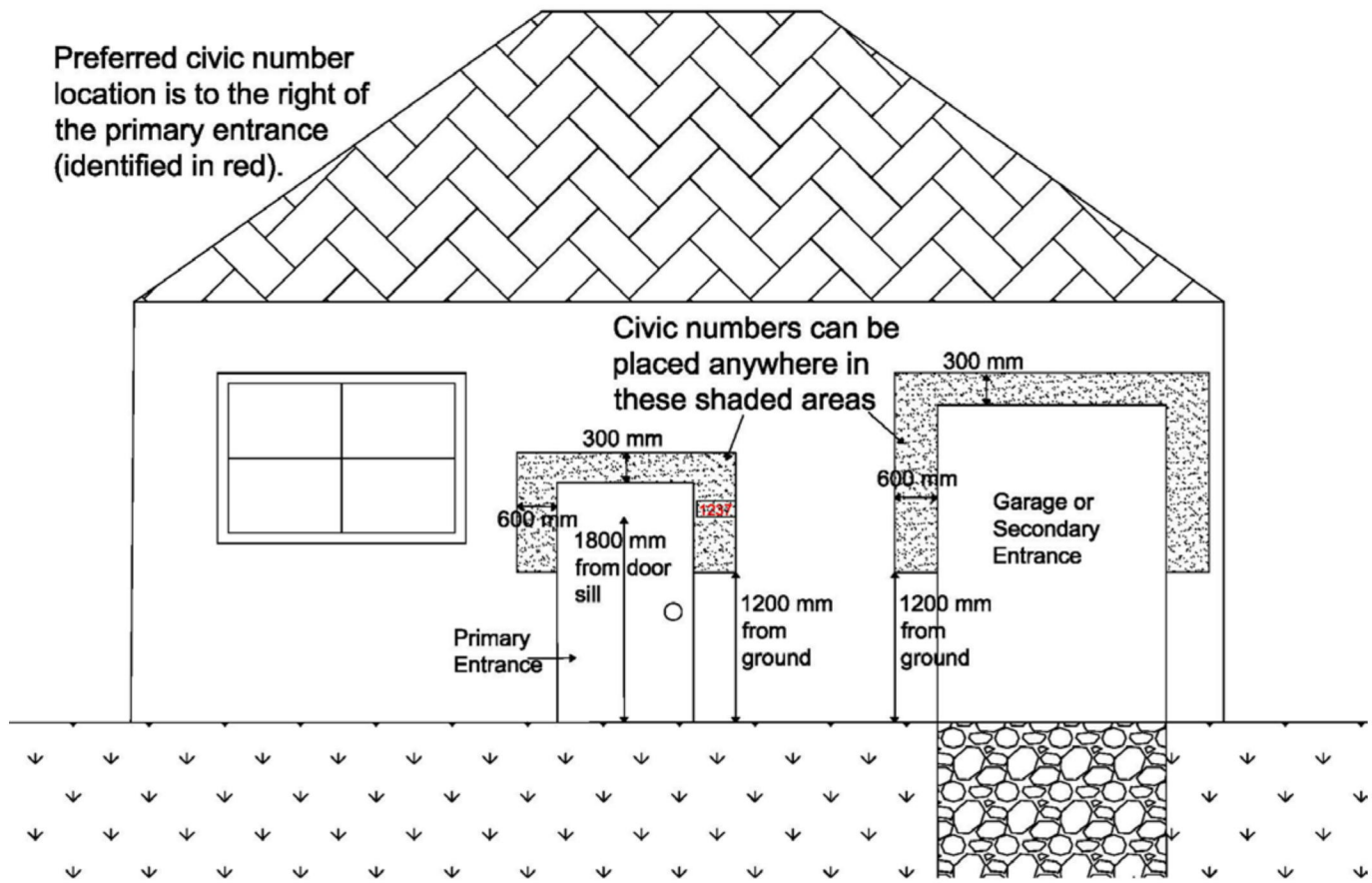


Figure 1 – Civic Number Presentation (Primary Building)

5.3.3 Notwithstanding Regulation 5.3.1, a second civic number sign must be placed at the driveway entrance when the civic number sign on the principle building is greater than 15 m (49 ft) from the driveway entrance (see Figure 2, Option C) or is not visible (clear line of sight) from the centre of the driveway entrance (see Figure 2, Option B). The location of the second sign at the driveway entrance shall be as follows:

5.3.3.1 Outside of the roadway, road shoulder, and any walkway.

5.3.3.2 Set back no more than 600 mm (2 ft) from the front boundary of the property. While complying with 5.3.3.1, it is preferable for it to be as close as possible to the roadway.

5.3.3.3 The sign may be within the municipal public road reservation provided it does not impede the flow of traffic, create sightline hazards, or interferes with the operations of the Town. The Town will not take responsibility for damage caused to civic number signs located within the road reservation. Permission to place the civic number sign within a provincial road reservation must be obtained from the authority having jurisdiction.

5.3.3.4 Within 3000 mm (10ft) to either side of the driveway.

5.3.3.5 The sign must be visible from the roadway when approaching the driveway from either direction.

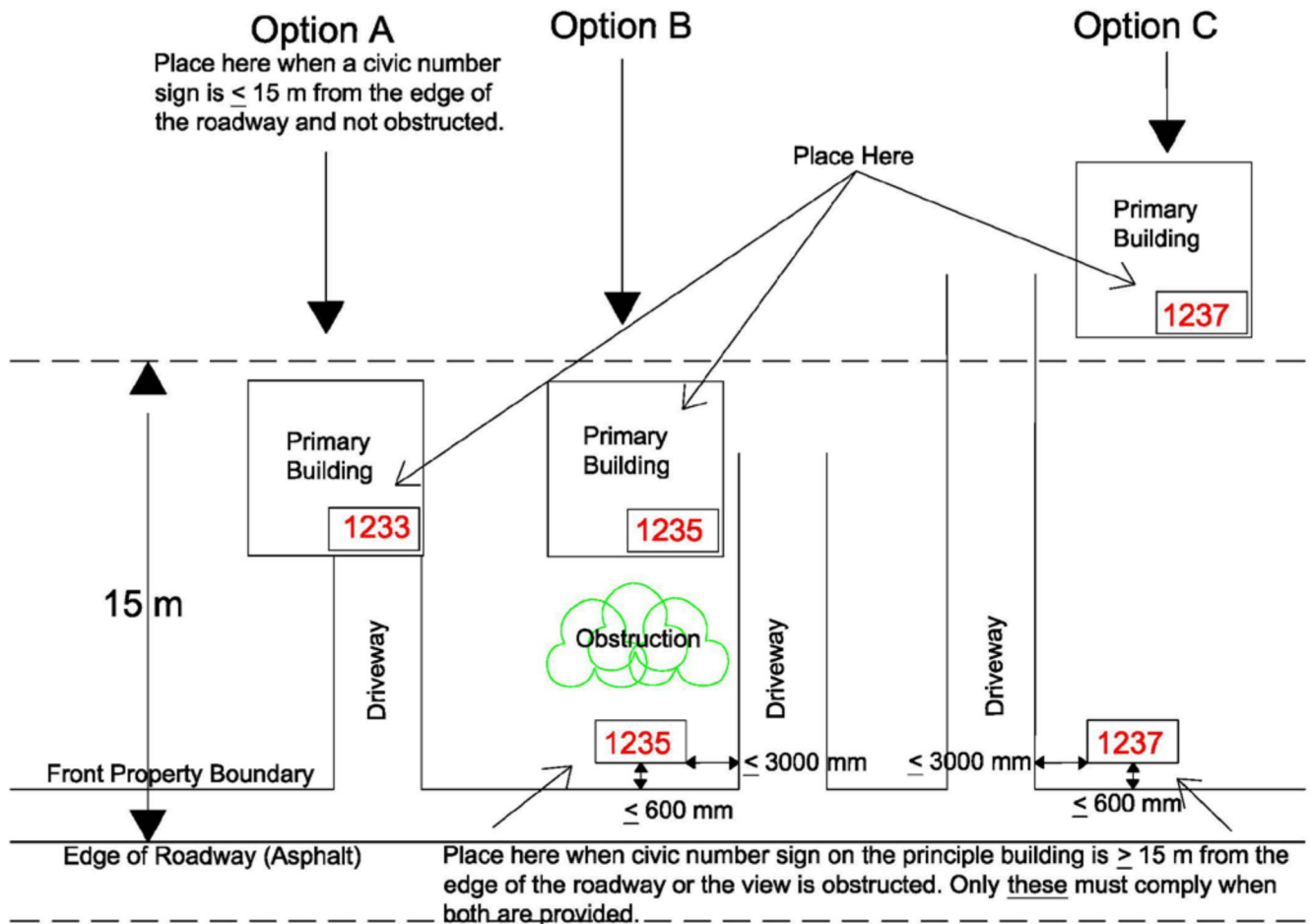


Figure 2 - Civic Number Presentation (Street)

5.3.4 Notwithstanding Regulation 5.3.1, only the second civic number sign provided in accordance with 5.3.3 must fully meet the requirements of these regulations.

6.0 PROHIBITED POSTINGS

- 6.1 An owner shall not post or permit to be posted a civic number which is not assigned to the property.
- 6.2 A lot number, unit number, or a number which is clearly part of a business name shall not be displayed on a property without prior approval from Council.
- 6.3 A lot number shall only be posted on a vacant (undeveloped) property within a residential subdivision development and no lot number shall be posted without the word "lot" preceding the posted number.

7.0 OCCUPANCY

An Occupancy Permit for a principle building constructed after the effective date shall not be issued until a civic number in compliance with these Regulations has been installed.

8.0 COMPLIANCE

- 8.1 Notwithstanding 5.1, all principle buildings existing before the effective date of these Regulations are not required to comply with these Regulations until July 1st, 2018, to have adequate time for completion.
- 8.2 In addition to any prosecution or other remedy, the Town may issue an order to a person in accordance with s. 404(1)(h) of the Act to stop construction of, remove or repair a civic number sign that is not in compliance with these regulations.
- 8.3 Any person who neglects or fails to comply with or acts in contravention of these Regulations shall be guilty of an offense and shall be liable on Summary conviction to a penalty as provided for in Section 420 of the Act.

9.0 REPEAL OF PREVIOUS REGULATIONS

All previous Town of Portugal Cove-St. Philip's Regulations related to this subject matter are repealed by these Regulations.

10.0 COMPLIANCE WITH OTHER LEGISLATION

Nothing in these Regulations serves to exempt any person from obtaining any licence, permission, permit, authority or approval required by any other Regulation of the Town or any Statute or Regulation of the Province of Newfoundland and Labrador. Where there is a conflict between a provision of this Regulation and a provision of another Regulation of the Town, the more restrictive provision shall prevail. Where there is a conflict between these Regulations and a provincial statute or regulation, the provincial law shall prevail.

11.0 EFFECTIVE DATE

These Regulations have been adopted and came into effect on __ day of __, 2017 through resolution of Council # _____.

In witness whereof the Seal of the Town of Portugal Cove-St. Philip's has been affixed hereto and these Regulations have been signed by the Mayor and the Town Manager on behalf of Council on this __ day of __, 2017.

Moses Tucker
Mayor

Chris Milley
Town Manager



Tabled items

PLANNING & DEVELOPMENT

**TOWN OF PORTUGAL COVE-ST. PHILIP'S
MUNICIPAL PLAN 2014 - 2024**

MUNICIPAL PLAN AMENDMENT No. 1, 2015



**Portugal Cove
St. Philip's**

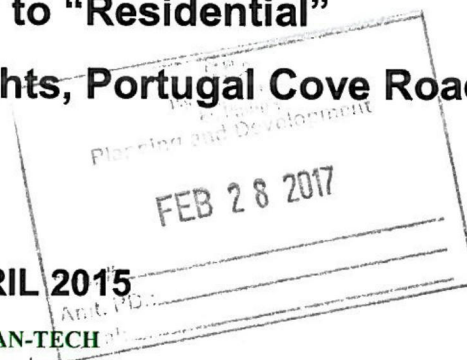
**"Agriculture" to "Residential"
East of Windsor Heights, Portugal Cove Road**

APRIL 2015

PLAN-TECH



ENVIRONMENT



**URBAN AND RURAL PLANNING ACT
RESOLUTION TO APPROVE
TOWN OF PORTUGAL COVE-ST. PHILIP'S
MUNICIPAL PLAN AMENDMENT No. 1, 2015**

Under the authority of section 16, section 17 and section 18 of the *Urban and Rural Planning Act*, the Town Council of Portugal Cove-St. Philip's.

- a) Adopted the Portugal Cove-St. Philip's Municipal Plan Amendment No. 1, 2015, on the 6th day of September, 2016.
- b) Gave notice of the adoption of the Town of Portugal Cove-St. Philip's Municipal Plan Amendment No. 1, 2015, by advertisement inserted on the 10th day and the 17th day of September, 2016 in *The Telegram* newspaper.
- c) Set the 28th day of September at 7:30 p.m. at the Recreation Centre, Portugal Cove-St. Philip's for the holding of a public hearing to consider objections and submissions.

Now under section 23 of the *Urban and Rural Planning Act*, the Town Council of Portugal Cove-St. Philip's approved the Town of Portugal Cove-St. Philip's Municipal Plan Amendment No. 1, 2015, as adopted (or as amended).

SIGNED AND SEALED this 7th day of November, 2016

Mayor:

M. J. Zucker

(Council Seal)

Clerk:

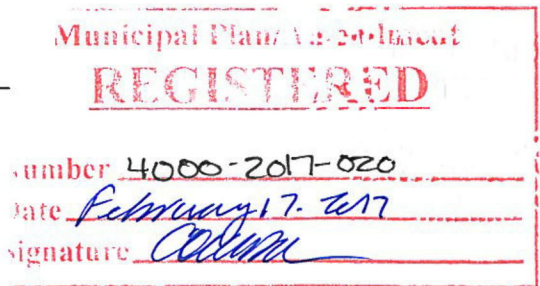
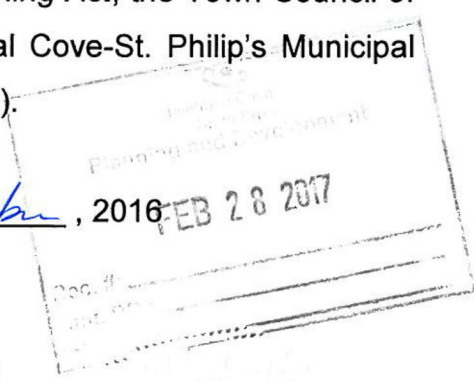
Judy T. Jones

Municipal Plan/ A-2-2016-001
REGISTERED

Number 4000-2017-020

Date February 17, 2017

Signature *[Signature]*



**URBAN AND RURAL PLANNING ACT
RESOLUTION TO ADOPT
TOWN OF PORTUGAL COVE-ST. PHILIP'S
MUNICIPAL PLAN AMENDMENT No. 1, 2015**

Under the authority of Section 16 of the *Urban and Rural Planning Act*, the Town Council of Portugal Cove-St. Philip's adopts the Town of Portugal Cove-St. Philip's Municipal Plan Amendment No. 1, 2015.

Adopted by the Town Council of Portugal Cove-St. Philip's on the 6th day of September, 2016.

Signed and sealed this 7th day of November, 2016.

Mayor: M.P. Zucker (Council Seal)

Clerk: J. Dine

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Town of Portugal Cove-St. Philip's Municipal Plan Amendment No. 1, 2015, has been prepared in accordance with the requirements of the *Urban and Rural Planning Act*.



TOWN OF PORTUGAL COVE-ST. PHILIP'S MUNICIPAL PLAN AMENDMENT No. 1, 2015

BACKGROUND

The Town of Portugal Cove-St. Philip's proposes to amend its Municipal Plan. The Report of the St. John's Urban Region (Agriculture) Development Area Review Commission was adopted by Government on June 7, 2013. For the Town of Portugal Cove-St. Philip's, the Review Commission recommended six (6) areas for deletion of lands from St. John's Urban Region (Agriculture) Development Area. In total, approximately 450 hectares (1100 acres) are deleted in the Town of Portugal Cove-St. Philip's.

Recommendation No. 4 of the Report recommended "the deletion of all those lands, measuring approximately 74.5 acres (30 ha), north of Portugal Cove Road and immediately west of the Windsor Heights residential development area in the Town of Portugal Cove-St. Philip's."

The land is presently designated as Agriculture in the Portugal Cove-St. Philip's Municipal Plan. The purpose of this Amendment is to re-designate land located within the area of Recommendation No. 4, from **Agriculture** to **Residential**.

St. John's Urban Region Regional Plan

The St. John's Urban Region Regional Plan Map has designated the land proposed in Municipal Plan Amendment No. 1, 2015, as Rural on the Regional Plan map. It is determined that an amendment to the St. John's Urban Region Regional Plan is required in order to bring the proposed Municipal Plan Amendment No. 1, 2015, into conformity with the Regional Plan.



PUBLIC CONSULTATION

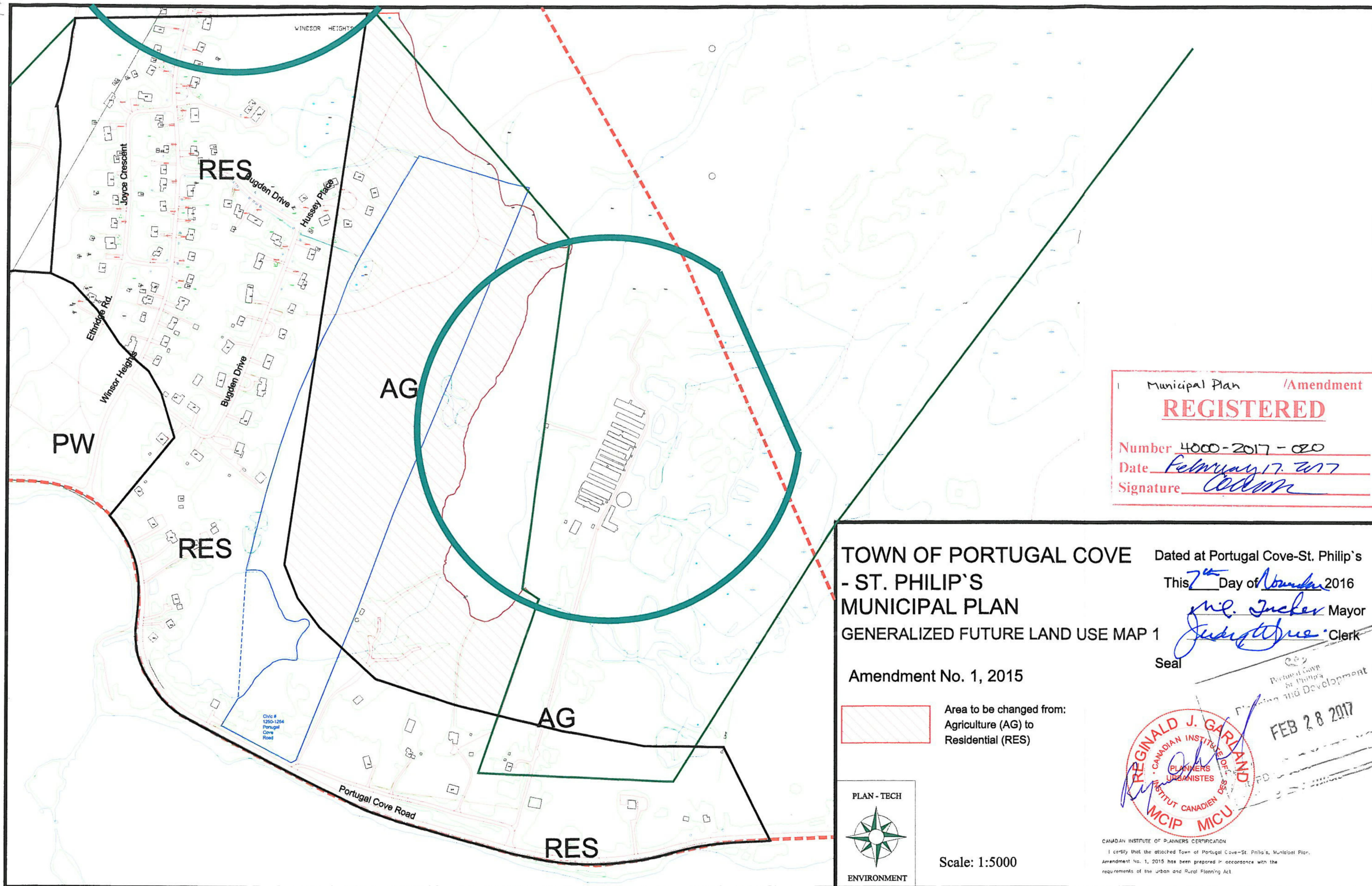
During the preparation of this amendment Council undertook the following initiative so that individuals and groups could provide input to the proposed amendment. The Town Council of Portugal Cove-St. Philip's published a notice in *The Telegram* newspaper on May 17, 2015, advertising the proposed amendment seeking comments or representations from the public. A copy of the Public Notice was posted on the Town's website and the draft amendment was placed on display at the Town Council office. Residents were invited to view the documents between May 19, and May 29, 2015 and to provide any comments or concerns in writing to Council by the May 29, 2015 deadline. No written comments or objections were received.

MUNICIPAL PLAN AMENDMENT No. 1, 2015

The Town of Portugal Cove-St. Philip's Municipal Plan is amended by:

- A) *Changing*** land from "**Agriculture**" to "**Residential**", as shown on the attached copy of the Town of Portugal Cove-St. Philip's Generalized Future Land Use Map 1.






Municipal Plan /Amendment
REGISTERED
 Number 4000-2017-020
 Date February 17, 2017
 Signature [Signature]

**TOWN OF PORTUGAL COVE
 - ST. PHILIP'S
 MUNICIPAL PLAN
 GENERALIZED FUTURE LAND USE MAP 1**

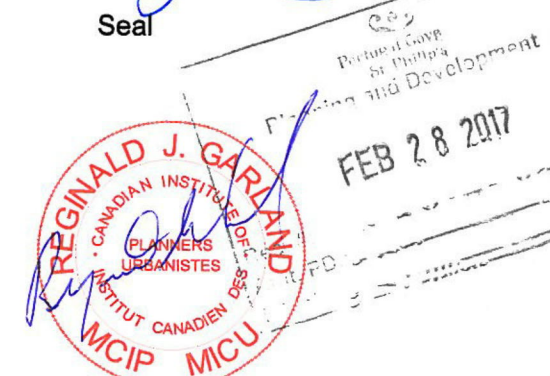
Dated at Portugal Cove-St. Philip's
 This 7th Day of November 2016
[Signature] Mayor
[Signature] Clerk

Amendment No. 1, 2015

 Area to be changed from:
 Agriculture (AG) to
 Residential (RES)



Scale: 1:5000



CANADIAN INSTITUTE OF PLANNERS CERTIFICATION
 I certify that the attached Town of Portugal Cove-St. Philip's, Municipal Plan,
 Amendment No. 1, 2015 has been prepared in accordance with the
 requirements of the Urban and Rural Planning Act.

**TOWN OF PORTUGAL COVE-ST. PHILIP'S
MUNICIPAL PLAN 2014 - 2024**



DEVELOPMENT REGULATIONS AMENDMENT No. 1, 2015

**"Agriculture" to "Residential Low Density"
East of Windsor Heights, Portugal Cove Road**

APRIL 2015

PLAN-TECH



ENVIRONMENT



**URBAN AND RURAL PLANNING ACT
RESOLUTION TO APPROVE
TOWN OF PORTUGAL COVE-ST. PHILIP'S
DEVELOPMENT REGULATIONS AMENDMENT No. 1, 2015**

Under the authority of section 16, section 17 and section 18 of the *Urban and Rural Planning Act*, the Town Council of Portugal Cove-St. Philip's.

- a) Adopted the Portugal Cove-St. Philip's Development Regulations Amendment No. 1, 2015, on the 6th day of September, 2016.
- b) Gave notice of the adoption of the Town of Portugal Cove-St. Philip's Development Regulations Amendment No. 1, 2015, by advertisement inserted on the 10th day and the 17th day of September, 2016 in *The Telegram* newspaper.
- c) Set the 28th day of September at 7:30 p.m. at the Recreation Centre, Portugal Cove-St. Philip's for the holding of a public hearing to consider objections and submissions.

Now under section 23 of the *Urban and Rural Planning Act*, the Town Council of Portugal Cove-St. Philip's approved the Town of Portugal Cove-St. Philip's Development Regulations Amendment No. 1, 2015, as adopted (or as amended).

SIGNED AND SEALED this 7th day of November, 2016

Mayor:

M. J. Dube

Clerk:

Judy Jones

(Council Seal)

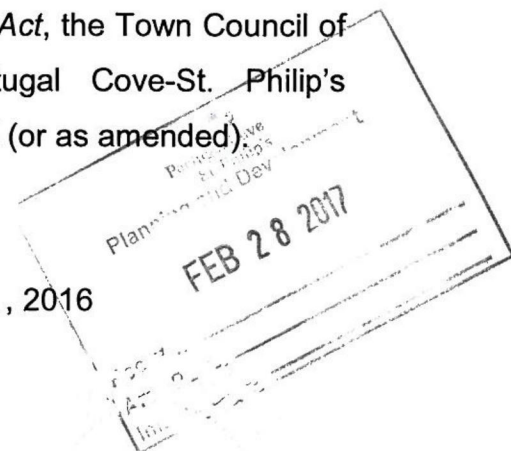
Development Regulations Amendment

REGISTERED

Number 4000-2017-0416

Date February 17, 2017

Signature [Signature]



**URBAN AND RURAL PLANNING ACT
RESOLUTION TO ADOPT
TOWN OF PORTUGAL COVE-ST. PHILIP'S
DEVELOPMENT REGULATIONS AMENDMENT No. 1, 2015**

Under the authority of Section 16 of the *Urban and Rural Planning Act*, the Town Council of Portugal Cove-St. Philip's adopts the Town of Portugal Cove-St. Philip's Development Regulations Amendment No. 1, 2015.

Adopted by the Town Council of Portugal Cove-St. Philip's on the 6th day of September, 2016.

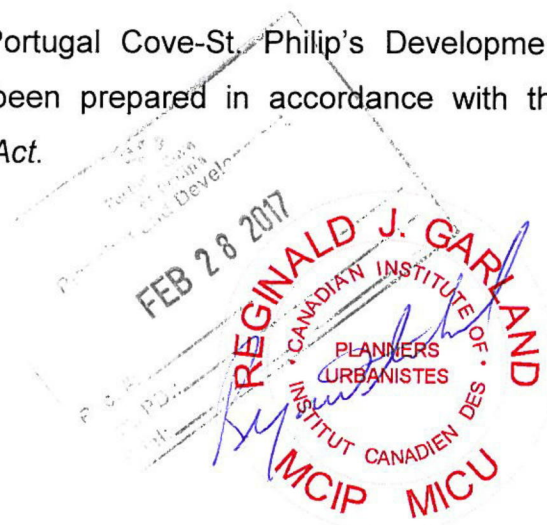
Signed and sealed this 7th day of November, 2016.

Mayor: M. J. Zucker (Council Seal)

Clerk: Judy Gies

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Town of Portugal Cove-St. Philip's Development Regulations Amendment No. 1, 2015, has been prepared in accordance with the requirements of the *Urban and Rural Planning Act*.



TOWN OF PORTUGAL COVE-ST. PHILIP'S

DEVELOPMENT REGULATIONS AMENDMENT No. 1, 2015

BACKGROUND

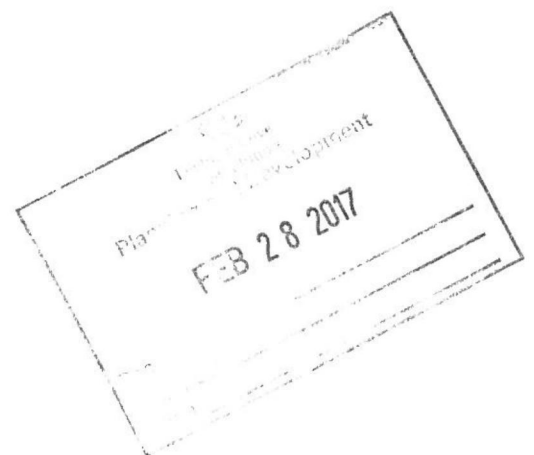
The Town of Portugal Cove-St. Philip's proposes to implement Development Regulations Amendment No. 1, 2015. The Report of the St. John's Urban Region (Agriculture) Development Area Review Commission was adopted by Government on June 7, 2013. For the Town of Portugal Cove-St. Philip's, the Review Commission recommended six (6) areas for deletion of lands from St. John's Urban Region (Agriculture) Development Area. In total, approximately 450 hectares (1100 acres) are deleted in the Town of Portugal Cove-St. Philip's.

Recommendation No. 4 of the Report recommended "the deletion of all those lands, measuring approximately 74.5 acres (30 ha), north of Portugal Cove Road and immediately west of the Windsor Heights residential development area in the Town of Portugal Cove-St. Philip's."

The land is presently zoned as Agriculture in the Portugal Cove-St. Philip's Development Regulations. The purpose of this Amendment is to re-zone land located within the area of Recommendation No. 4, from **Agriculture** to **Residential Low Density**.

St. John's Urban Region Regional Plan

The St. John's Urban Region Regional Plan Map has designated the land proposed in Development Regulations Amendment No. 1, 2015, as Rural on the Regional Plan map. It is determined that an amendment to the St. John's Urban Region Regional Plan is required in order to bring the proposed Development Regulations Amendment No. 1, 2015, into conformity with the Regional Plan.



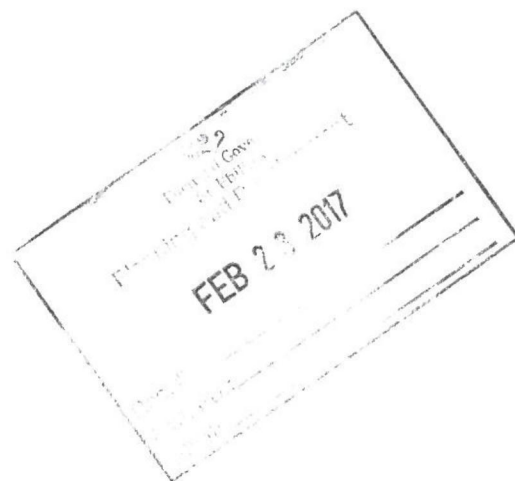
PUBLIC CONSULTATION

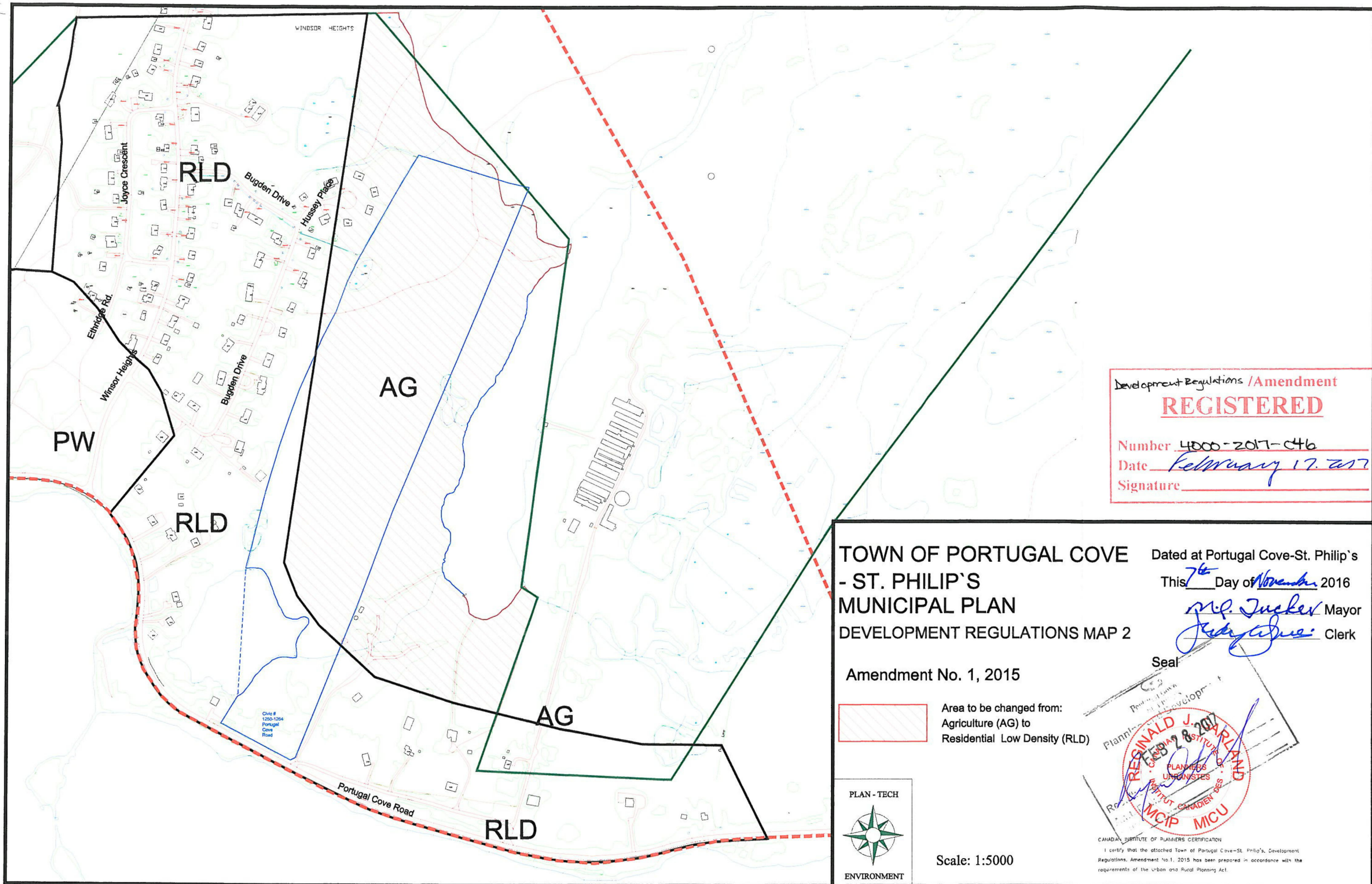
During the preparation of this amendment Council undertook the following initiative so that individuals and groups could provide input to the proposed amendment. The Town Council of Portugal Cove-St. Philip's published a notice in *The Telegram* newspaper on May 17, 2015, advertising the proposed amendment seeking comments or representations from the public. A copy of the Public Notice was posted on the Town's website and the draft amendment was placed on display at the Town Council office. Residents were invited to view the documents between May 19, and May 29, 2015 and to provide any comments or concerns in writing to Council by the May 29, 2015 deadline. No written comments or objections were received.

DEVELOPMENT REGULATIONS AMENDMENT No. 1, 2015

The Town of Portugal Cove-St. Philip's Development Regulations is amended by:

- A) **Changing** land from "**Agriculture**" to "**Residential Low Density**" as shown on the attached copy of the Town of Portugal Cove-St. Philip's Development Regulations Map 2.





Development Regulations /Amendment
REGISTERED
Number 4000-2017-046
Date February 17, 2017
Signature _____

**TOWN OF PORTUGAL COVE
- ST. PHILIP'S
MUNICIPAL PLAN
DEVELOPMENT REGULATIONS MAP 2**

Dated at Portugal Cove-St. Philip's
This 7th Day of November 2016
M.P. Tucker Mayor
Judy Gue Clerk

Amendment No. 1, 2015

Area to be changed from:
Agriculture (AG) to
Residential Low Density (RLD)



Scale: 1:5000

