



TOWN OF PORTUGAL COVE-ST. PHILIP'S

September 12, 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
Town Manager/Engineer	Chris Milley
Director of Financial Operations	Tony Pollard
Director of Recreation/Comm. Service	Dawn Sharpe
Public Works Coordinator	Gail Tucker
Planning Technician	Les Spurrell
Deputy Town Clerk	Claudine Murray

Mayor Tucker called the meeting to order and welcomed the gallery of 33 persons in attendance for the meeting.

ADOPTION OF AGENDA

Motion: Will/Facey
2017-406 Resolved that the Agenda dated September 12, 2017, be adopted as circulated.
Carried Unanimously

DELEGATIONS/PRESENTATIONS

- Councillor Butler and the Director of Recreation & Community Services presented the awards to the winners of the Gardening competition.
 - Greenest Garden – Catherine Bonney- Berzins
 - Small Space – Sandra Somerton
 - Landscape Design – Derrick Squires
 - Fruit and Veggie – Felicia Pickard
- Summer reading Program and Mayor's challenge.

There were 35 children signed up and 10 completed the summer reading program, reading more than 1,000 books collectively. Those children are: Chloe Sparrow, Tayo Exley, Amelia Martin, Isaac Martin, Ella Morgan, Noah Malloy, Noah Peddle, Anna Noftall, Dillan Tibbo, and Collin Rose. Mayor Tucker and Director of Recreation & Community Services presented the Mayor's Oh Canada Reading Challenge. There were two participants, Chloe Sparrow (not present) and Tayo Exley.

ADOPTION OF MINUTES

Motion: Facey/Bartlett
2017-407 Resolved that the minutes of August 29, 2017 be adopted as circulated.
Carried Unanimously

BUSINESS ARISING

1. Action Item List

Completion of items and update of the action items are ongoing. A thorough review of the action item list will be reviewed in detail with the new council with the intent of making them aware of any issues or circumstances that are keeping the long outstanding items from being completed.

2. Projects

- Neary's Pond is moving along well. The scheduled completion date has not changed from the last report.
- To overcome some of the delays resulting from encountering more rock than identified, we are in the process of adjusting the design to try avoid as much of it that we can. The design change will not affect the service area. We determine that the geotechnical report accurately identifies the limit of solid bedrock. We are encountering fractured rock that must be busted and removed.
- I was in a meeting this week with the winning proponent of the water metering project, the provincial representatives and our Project Management consultant to review final details of the contract.
- The status of all other capital projects has not changed from the last report.

3. Final Regular Council Meeting

This is our final regular public council meeting before the election. I would like to take this opportunity, on behalf of all staff, to thank all members of council for their involvement, interest, and openness to opinion and debate over the past four years. The willingness to question, contemplate varying opinions, and ultimately make very clear decisions has been a pleasure to experience. The attitude and approach taken left very little uncertainty to what direction the Council and therefore the Town was intending to take. This made it much easier for me and the rest of the staff to interpret the wishes of council; enabling us to take appropriate action in running the operations on your behalf. If there was any misinterpretation, communication between council and staff was such that it could be quickly identified and problems resolved. My wish is that the next council can see the benefit of this type of relationship in advancing their agenda for a better community.

For those who are not running for Council; Mayor Tucker, and Councillors Collins & Facey; I would like to wish you all the best in your future endeavors and hope to see you continue your public involvement through attendance at future council meetings, public engagements and gatherings, or other avenues where your experience and input would be valued. For the rest of council who have thrown your hat into the ring for another term, I wish you **as well as** all the other candidates the best of luck in your campaigns and election efforts. Whether the residents decide to re-elect some, none, or all of the existing councillors, one thing is certain, the new collection of personalities and the dynamic of the group will be different from the

unique outgoing council. I look forward to September 28 when I get to officially start the process again with the new group.

COMMITTEE REPORTS

Planning & Development Report of September 5, 2017– presented by Councillor Collins

1. Civic # 65-67 Maggies Place – Single Dwelling

Motion: Collins/Butler
2017-408 Resolved that the application to construct a single dwelling at Civic # 65- 67 Maggies Place be rejected as per Appendix A: Tabled Report.
Carried Unanimously

Note: The land is zoned as agricultural land presently.

2. Civic # 109-131 Witch Hazel Road – Single Dwelling

Motion: Collins/Will
2017-409 Resolved that the application to construct a single dwelling at Civic # 109- 131 Witch Hazel Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

3. Civic # 51-53 Nearys Pond Road – Demolition & Single Dwelling

Motion: Collins/Bartlett
2017-410 Resolved that the request to refine a watercourse buffer at Civic # 51-53 Nearys Pond Road be approved as per Appendix A: Tabled Report.
Carried Unanimously

Motion: Collins/Butler
2017-411 Resolved that the application to demolish and construct a single dwelling at Civic # 51-53 Nearys Pond Road be granted approval in principle as per Appendix A: Tabled
Carried Unanimously

4. Civic # 1208-1218 Thorburn Road – Accessory Building

Motion: Collins/Facey
2017-412 Resolved that the application to construct an accessory building at Civic # 1208-1218 Thorburn Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

5. Civic # 35 Bradburys Road – Demolition & Accessory Building

Motion: Collins/Will
2017-413 Resolved that the application to demolish and construct an accessory building at Civic # 35 Bradburys Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

6. Civic # 1573-1577 Portugal Cove Road – Business

Motion: Collins/Bartlett
2017-414 Resolved that the application to establish a standalone educational/childcare business at Civic # 1573-1577 Portugal Cove Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

7. Civic # 1519-1523 Thorburn Road – Business

Motion: Collins/Facey
2017-415 Resolved that the application to establish a standalone take-out food service business at Civic # 1519-1523 Thorburn Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimously

8. Town of Holyrood – Proposed Amendment to the St. John's Urban Region Regional Plan

The Planning Department is in receipt of a letter from the Town of Holyrood proposing to amend the St. John's Urban Region Regional Plan to allow for a proposed 78 lot unserviced residential subdivision. This amendment involves the re-designation of lands from Rural to Urban Development, from Rural to Restricted Development, and from Restricted Development to Urban Development.

Motion: Collins/Facey
2017-416 Resolved that Council forward correspondence to the Town of Holyrood stating that they have no concerns with the proposed amendment.
Carried Unanimously

9. Civic # 390-396 Tolt Road – Variance Request

Motion: Collins/Will
2017-417 Resolved that the request for a variance on accessory building height at Civic # 390-396 Tolt Road be approved as per Appendix A: Tabled Report.
Carried Unanimously

10. Civic # 265-267 Tolt Road – Condition of Building

Motion: Collins/Will
2017-418 Resolved that Council issue an Order to complete repairs to siding on a single dwelling under construction at Civic # 265-267 Tolt Road that was damaged during a windstorm.
Carried Unanimously

11. Civic # 34 Olivers Pond Place – Proposed Business

The Committee discussed a proposal to convert an existing dwelling to a day spa (personal service) and advised Staff to contact Tract Consulting to have regulations allowing a standalone personal service business incorporated into the draft amendment documents for the Maggies Place RDSA that are currently being generated.

Item submitted for information.

12. Permits Issued

There were nineteen (19) permits issued from August 18th to August 31st, 2017 as per Appendix A: Tabled Report.

Rec. & Comm. Services Committee Report for September 8, 2017 - presented by Councillor Facey

1. Indian Meal Line – Purchase of ROW

After reviewing options for an emergency access and maintenance road for the trail system in Voisey's Brook Park, it was determined that the ROW owned by Inspiration Enterprises was the most cost effective. The Recreation Committee would like to put forward the following recommendation:

Motion: Facey/Collins
2017-419 Resolved that Council purchase the Right Of Way between civic #850-852 and #854-856 from Inspiration Enterprises for the amount of \$20,000.00.
Carried Unanimously

Committee would like to note that this ROW would be used as a maintenance and fire & emergency services road only. The scope of the ROW will be changed from that shown in the Grand Concourse drawing.

2. PCSP Intermediate – Students Usage of the Park

The recreation staff will be arranging a meeting with the administration of the new PCSP Intermediate School to discuss the usage of the park by the students during recess and lunch. The Town is very happy to see all the students using the facilities during such hours. However staff must determine the best way to ensure everyone is safe and using the park in a respectful manner. The Recreation Department is looking forward to a great partnership with PCSP Intermediate.

3. Community Grants

After reviewing the Community Grant Applications, the Committee would like to put forward the following recommendations:

Motion: Facey/Bartlett
2017-420 Resolved that Council donate \$250.00 to Fusion Competition Dance Team to assist with their travels to the Atlantics in May 2018. Members of the team from Portugal Cove – St. Philip's include Morgan Brown, Mollie Ash, Isabella Rowsell, and Emilie Snow.
Carried Unanimously

Public Works Committee Report for September 6, 2017 - presented by Councillor Bartlett

1. Healeys Pond Crescent Intersection Improvements Tender

Four (4) tender bids were received for the finalization of the Healeys Pond Crescent Intersection improvements. The lowest qualified bidder is compliant with the tender requirements. This is a budgeted item for 2017.

Motion: Bartlett/Facey
2017-421 Resolved that the Healeys Pond Crescent Intersection Improvements tender be awarded to the lowest qualified bidder, Weir's Construction Ltd., in the amount of \$67,040.25 HST included.
Carried Unanimously

2. Town Depot – Concept Design & Delivery Model – Project Charter

The Project Charter for a new Town Depot was brought forward to Committee for review and recommended approval. The charter outlines the scope of the project and necessary steps in moving toward the development of a new Town Depot. Feedback on the Terms of Reference to engage an architectural consultant has been sent to Vigilant Management for finalization of the document. Issuance of the Terms of Reference is pending approval of the Project Charter.

Motion: Bartlett/Will
2017-422 Resolved that the Project Charter for a new Town Depot be accepted and approved.
Carried Unanimously

3. Replacement Sensors - Wastewater Treatment Plant (Portugal Cove)

As part of the Water and Wastewater Division's operational requirements, staff requested approval for purchase of replacement sensors for the Portugal Cove Plant, Train 1.

Motion: Bartlett/Hanlon
2017-423 Resolved that the purchase of replacement sensors at a cost of \$7,181 + HST and \$125 shipping be approved.
Carried Unanimously

4. DISCUSSION ITEMS

- a. Illegal Sewage Dumping – it has become evident through monitoring at the Wastewater Treatment Plants that there has been some illegal dumping occurring in the Town's sewage system. Staff is asking for residents' assistance in reporting any suspicious activity.
- b. Tender – Sidewalk Snow Removal / Multi-purpose Unit – advertisement for tender was posted in the Telegram on Saturday, September 9th, with tender packages available Monday, September 11th and closing date of Friday, September 22 at 2:00 pm.
- c. Crosswalk Thorburn Road School Entrance – Committee requested staff obtain pricing for crosswalk signalization at the newly installed crosswalk adjacent to the school entrance on Thorburn Road. Information will be reported back at a future committee meeting.
- d. Street Lighting – Thorburn Road (Healeys Pond Crescent to Dogberry Hill Road) – Committee requested that staff assess street lighting along Thorburn Road in the area from Healeys Pond Crescent to Dogberry Hill Road. Concerns were raised on the lack of street lighting with the opening of the new school and students walking in this area in the evening following after school activities. Staff will assess the lighting against the Town's current lighting standards and ring back information to a future committee meeting on costing if additional lighting was added.

Economic Development, Marketing & Communications Report for September 6, 2017 – presented by Councillor Butler

1. Service Level Review

The committee discussed preliminary results of the strategic operational priorities report as a part of the service level review. The consultants will be submitting the report prior to the Council meeting for their review and consideration.

2. Maggie's Place Development Plan

The committee discussed the plans for the landowners meeting scheduled for Thursday, September 7th. The meeting will present the draft plan of work package two to the landowners of that area. Following the meeting a final report will be submitted to Council for their consideration.

3. Meet the Candidate Night

The Town will host a Meet the Candidate event on Wednesday, September 20th. It will take place at the Recreation Centre at 6:00. Candidates will have a short introduction followed by an informal meet and greet so that attendees can meet and speak directly to candidates.

4. Chamber of Commerce Event

The Chamber will host an event on Wednesday September 13th at Murrays Pond Country and Fishing Club. The event will feature a Meet the Chamber session at 7:00 for the local business community, followed by a Meet the Candidate session at 8:00 open to the public. They are planning an interactive program including questions moderated by MHA David Brazil.

5. Letter of Support

The town will provide a letter of support to the Conservation Corps Newfoundland and Labrador on a proposal they are submitting to FCM to hire a new Community Climate Change Advisor. The advisor will work with Towns of the region to provide climate change tools and resources. This person will work with the Town to complete a climate change vulnerability plan. There is no financial commitment from the Town.

6. Meet the Candidate Night

As part of the upcoming municipal elections, the Town will again host a “Meet the Candidates Night”. It is scheduled for Wednesday, September 20th from 6:00pm to 8:00pm at the Recreation Centre.

Protective Services Committee – no meeting held

Admin. and Finance Committee Report of September 5, 2017 - presented by Deputy Mayor Will

1. Accounts for Payment

Motion: Will/Facey
2017-424 Resolved that Council approve payment of regular accounts in the amount of \$6,296.83 and capital accounts in the amount of \$95,316.00 for a total of \$101,612.83 as tabled.
Carried Unanimously

2. Water & Sewer local improvement assessment and levy payment options

The committee discussed payment options for costs associated with the new Water & Sewer Capital Works Recovery Policy.

Payment options currently exist during the regular course of tax payments but a policy needs to be developed relating the specific costs associated with the new water and sewer assessments and levy's.

3. Council meeting before the Elections

Committee considered holding a final Regular Town Council Meeting on September 25th, a day before the September 26th elections, to complete any routine operational issues that may be outstanding. Committee decided to maintain the 2017 Council meeting schedule with the addition of a tentatively scheduled Regular Council meeting for Thursday, September 28, 2017 where the new Council will be sworn in.

4. Town Manager evaluation

This Committee had been working on creating a Town Manager evaluation on goals and objectives but due to lack of time before the next Council is sworn in, this item will resume when the new Committee is formed after the September 26th elections.

5. Access to Information and Protection of Privacy (ATIPPA) Update

Committee was given an update to the number of ATIPPA requests received:

As of August 31, 2017 the Town has received 105 requests and spent 481 hours on the 91 requests completed. There is an ATIPPA report is attached to the Council agenda package.

6. Audit RFP

The RFP for the Towns audit services closed with only two respondents. Byron Smith Chartered Accountants received the more favorable score resulting with the committee putting forward the following motion..

Motion: Will/Facey
2017-425 Resolved that Council appoint Bryon Smith Chartered Accountants for audit services for the Town as per the terms of the RFP.
Carried Unanimously

7. Revised Capital Investment Plan - Dogberry Hill Road Sidewalks

Note: Councillor Butler left the meeting prior to discussion of Item # 7.

As follow-up to previous discussion the Director of Financial Operations has reviewed the information necessary to update the Capital investment plan relating to "Town Connectivity" and has revised the figures for the updated plan.

Motion: Will/Facey
2017-426 Resolved that the Capital Investment Plan for the "Town Connectivity Plan" relating to sidewalks in the Dogberry Hill/Thorburn Road area, be amended to include Water and Sewer servicing and Surface Course Asphalt on Thorburn Road and Surface rehabilitation on Dogberry Hill Road to Jenny Lynn Drive. The Plan to be submitted to the Gas Tax secretariat in the amount of \$755,050 plus HST, as an update to the previously submitted "Town Connectivity Plan".
Carried Unanimously

Note: Councillor Butler returned to the meeting after discussion of Item # 7.

8. Correspondence regarding Airport Privatization

The Committee received correspondence from the National Airlines Council of Canada requesting the Town consider voicing an opinion to oppose the federal government's consideration in forming for-profit privatization of Canada's Airports. The Committed will not be sending a letter to our Local Member of Parliament as requested.

9. Recommendations for the Carried Forward list

- Water & Sewer Regulations are on-going for Meadow Heights and will be carried forward
- Non-Profit Tax Exemption Policy to be carried forward
- Remaining Gas Tax funds allocation analysis is in progress
- Council meeting software may be considered in the future but will be removed from the Carried Forward List until Committee resurrects the topic

CORRESPONDENCE

RECEIVED	CONTRIBUTOR	REGARDING	DISTRIBUTION
August 31, 2017	Department of Municipal Affairs and Environment	Letter regarding PCSP Town Council Development Decision	PD Cmte
August 31, 2017	National Airlines Council of Canada	Airport Privatization	AF Cmte
Sept 1, 2017	Department of Fisheries and Land Resources	2017 National Forest Week	RC Cmte
Sept 11, 2017	Department of Municipal Affairs and Environment	Letter regarding conflict of interest allegations in the Town of PCSP	Council meeting
Sept 11, 2017	Seniors NL	Annual General Meeting Invitation – For Mayor Tucker	Council meeting
Sept 12, 2017	RNC	Traffic Calming suggestions for Old Broad Cove Road	Council meeting

NEW/GENERAL/UNFINISHED BUSINESS**1. Maggie's Place Development Plan – Presented by Cllr. Butler**

Council has reviewed the Work Package #2 report submitted by Tract Consulting as tabled. The next stage of the plan is the creation of a request for proposals from the development community to stimulate the development of the area. Work package 3 is prepared and ready for the next Council to review.

Motion: Butler/Will
 2017-427 Resolved that the Town approve and accept Work Package #2 of the Maggie's Place Development Plan.
 Carried Unanimously

2. Service Level Review – Presented by Councillor Butler

Council has reviewed the Strategic Operational Priorities Report submitted by Twells Consulting as tabled. This is a critical piece of the overall review that is still being developed. The next step will be a needs-gap analysis and best practices scan to determine what the level of service should be employed for these areas and how we can achieve it.

Motion was read by Councillor Butler and seconded by Facey.

Councillor Hanlon noted this document has a wide range of community input and can provide direction to the next Council where the resident's expectations lie.

Note: Councillor Collins returned to the meeting and Mayor Tucker re-read the preamble and motion.

Motion:	Butler/Facey
2017-428	Resolved that the Town approve and accept the Strategic Operational Priorities Report.
Carried	Unanimously

3. Army Corps of Engineers

An update on the Army Corps of Engineers plan to construct a bridge from Powers Pond to Rainbow Gully was provided by the Town Manager/Engineer. The group is still interested, the Town has provided options for a path to the bridge and the Town is now waiting on the City of St. John's for approval to cross the watershed. Last communication to the City was August 18, 2017 and the Town Manager/Engineer will follow up again.

4. Amelia Place Bus Route

Resident on Emelia Place informed Council that their PCSPi school bus runs in the opposite direction of last year's Beachy Cove Elementary school bus route. There is a blind turn on Winsorian Place heading to Emelia place that now causes concern for the safety of the children as a result of the change of direction for the route. The Deputy Mayor requested Public Works check if cutting back some brush will improve the line of sight.

5. Elections

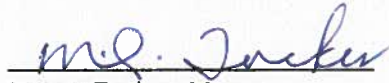
Advanced Poll is Thursday, September 14 at the Town Hall from 8:00 a.m. to 8:00 p.m.

6. Correspondence

Correspondence was received from the Royal Newfoundland Constabulary regarding complaints received of speeding and aggressive driving on Old Broad Cove Road. The letter suggested All Way Stops for 4 intersections. The Mayor stated he did not think that was a good suggestion and suggested the RNC provide a presence in the Town.

ADJOURNMENT

Motion: Facey/Collins
2017-429 Resolved that this meeting be adjourned. Time is 6:44 p.m.
Carried Unanimously


Moses Tucker, Mayor


Claudine Murray, Deputy Town Clerk

Appendix A – Planning and Development Committee Report

Appendix B – Correspondence: >DMAE letter regarding conflict of interest allegations in the Town of PCSP
 >Seniors NL AGM invitation
 >RNC traffic calming on Old Broad Cove Road

**Appendix A: Tabled Report
September 5th, 2017**

Applications:

Item # 1:

Civic # 65-67 Maggies Place

Single Dwelling

Zoning: Agriculture & Residential Medium Density (AG & RMD) – Semi-Serviced

The Committee recommends that the application to construct a single dwelling at Civic # 65-67 Maggies Place be rejected as the property does not meet the minimum lot area requirement which does not comply with the Town's Municipal Plan and Development Regulations 2014-2024, specifically Development Regulation 48 (Existing Lot Area and Size Exceptions) and Schedule C: Agriculture.

The Administrator recommended that this application be rejected.

Item # 2:

Civic # 109-131 Witch Hazel Road

Single Dwelling

Zoning: Agriculture (AG) – Unserviced

The Committee recommends that the application for Civic # 109-131 Witch Hazel Road be granted approval in principle, permitting the construction of a single 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 Plan Policy AG-1 (Land Uses), AG-4 (Land Uses), Schedule C: General Provision # 8 (Agricultural Buffer), and Schedule C: Agriculture.

The Administrator recommended that this application be granted approval in principle.

Item # 3:

Civic # 51-53 Nearys Pond Road

Demolition & Single Dwelling

Zoning: Residential Medium Density (RMD) – Serviced

A: The Committee recommends that the request to refine to watercourse buffer identified on the Environmental Protection Map within Schedule E: Environmental Protection Overlay at Civic # 51-53 Nearys Pond Road be approved. Approval shall be in full compliance with the Town's Municipal Plan and Development Regulations and all other regulatory bodies of government, specifically Schedule E: Environmental Protection Overlay.

The Administrator recommended that this request be approved.

- B: The Committee recommends that the application for Civic # 51-53 Nearys Pond Road be granted approval in principle, permitting the demolition and construction of a single dwelling. Approval in principle is subject to approval from the Department of Municipal Affairs & Environment. 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-7 (General Layout Policies), Plan Policy GL-8 (Building Setbacks), Development Regulation 68 (Line of Vision at Intersections), Schedule C: General Provision # 8 (Agricultural Buffer), Schedule C: Residential Medium Density, and Schedule E: Environmental Protection Overlay Condition # 5 (Designated Flood Risk Areas).**

The Administrator recommended that this application be granted approval in principle.

Item # 4:

**Civic # 1208-1218 Thorburn Road
Accessory Building
Zoning: Residential Medium Density (RMD) – Serviced**

The Committee recommends that the application for Civic # 1208-1218 Thorburn Road 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.

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

Item # 5:

**Civic # 35 Bradburys Road
Demolition & Accessory Building
Zoning: Residential Medium Density (RMD) – Unserviced**

The Committee recommends that the application for Civic # 35 Bradburys Road be granted approval in principle, permitting the demolition and construction of an accessory building.

The Administrator recommended that this application be rejected as the proposed accessory building would be located in front of the building line and no limitations have been identified that would prevent the building from being located at or behind the building line which does not comply with Development Regulation 39 (2) (Accessory Buildings) and Schedule C: Residential Medium Density Condition # 1 (Accessory Buildings).

Item # 6:

**Civic # 1573-1575 Portugal Cove Road
Business (Educational\Child Care)
Zoning: Mixed Use (MIX) – Serviced**

The Committee recommends that the application for Civic # 1573-1575 Portugal Cove Road be granted approval in principle, permitting the establishment of a standalone educational/child care business. 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), Plan Policy MIX-4 (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.

Item # 7:

**Civic # 1519-1523 Thorburn Road
Business (Take-Out Food Service)
Zoning: Traditional Community (TC) – Serviced**

Motion: The Committee recommends that the application for Civic # 1519-1523 Thorburn Road be granted approval in principle, permitting the establishment of a standalone take-out food service business. Approval in principle is subject to access/parking approval from the Department of Transportation & Works. 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 TC-2 (Land Uses), Development Regulation 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), Schedule C: Traditional Community, and Schedule D: Off Street Parking Requirements.

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

Correspondence:

Item # 9:

Civic # 390-396 Tolt Road – Variance Request

The Committee recommends that the request for a variance on accessory building height at Civic # 390-396 Tolt Road be approved in accordance with Development Regulation 11 (Variances) and Development Regulation 12 (Notice of Variance).

The Administrator recommended that Council use their discretion to approve this request.

Permits Issued:

Item # 12:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	17-250	08/17/2017	3	Oceans Edge	Site Preparation
2	17-251	08/17/2017	1532	Thorburn Road	Accessory Building
3	17-252	08/18/2017	30-32	Ursula Crescent	Dwelling Extension, Renovations & Patio/Deck
4	17-253	08/23/2017	397	Dogberry Hill Road	Patio/Deck
5	17-254	08/23/2017	269-273	Old Broad Cove Road	Occupancy
6	17-255	08/23/2017	8-10	Roses Lane	Demolition
7	17-256	08/23/2017	6, 8 & 10	Kittiwake Place	Subdivide Property
8	17-257	08/25/2017	1	Little Powers Pond Road	Single Dwelling
9	17-258	08/25/2017	18-20	Pendergast Road	Water & Sewer Connection
10	17-259	08/28/2017	2	Brook View Place	Accessory Building
11	17-260	08/29/2017	24	Keeley Lane	Accessory Building
12	17-261	08/29/2017	167-169B	Beachy Cove Road	Occupancy (Apartment)
13	17-262	08/30/2017	3	Oceans Edge	Single Dwelling
14	17-263	08/30/2017	1047-1049	Indian Meal Line	Site Preparation
15	17-264	08/30/2017	1047-1049	Indian Meal Line	Test Holes
16	17-265	08/30/2017	304-308	Tolt Road	Occupancy
17	17-266	08/30/2017	1467	Portugal Cove Road	Accessory Building
18	17-267	08/30/2017	1465	Thorburn Road	Connection to Water & Sewer
19	17-268	08/30/2017	180-204	Witch Hazel Road	Test Holes

SEP 06 2017

COR/2017/03507-01

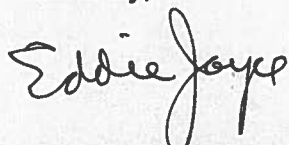
Dear [REDACTED]

Thank you for your letter, dated August 22, 2017, regarding conflict of interest allegations in the Town of Portugal Cove-St. Philip's.

Section 207(1) of the *Municipalities Act, 1999*, states that a councillor shall not vote or speak on a matter before council or a committee of council where that councillor has a monetary interest in the matter. Section 206(2) obligates council to declare, by resolution, the office of a councillor vacant where that councillor fails to disclose, discusses or votes on a matter where he or she has a conflict of interest.

As such, it is the responsibility of council to address allegations of conflict of interest. By copy of this letter to the Town I am asking that council thoroughly review all such allegations and, where appropriate, seek legal guidance in determining whether or not a conflict has occurred.

Sincerely,



EDDIE JOYCE, MHA
District of Humber-Bay of Islands
Minister of Municipal Affairs and Environment

cc: Honourable Andrew Parsons
✓ Town of Portugal Cove-St. Philip's
Mr. Sandy Hounsell, Director

SeniorsNL

RESOURCES · INFORMATION · CONNECTION

You are invited to attend the Annual General Meeting of SeniorsNL

Formerly Seniors Resource Centre NL

Location: Corpus Christi Parish Hall

260 Waterford Bridge Road

Date & Time: September 27th, 2017, 4-5 pm

**Guest Speaker: Mr. Al Antle, Credit Counseling
Services of NL. Topic: Seniors in Debt**

Light refreshments available at 3:30 pm

RSVP by September 22nd—737-2333

**Seniors, if you need *local* transportation call
737-2333 on or before September 22nd**

SE104



Royal Newfoundland Constabulary

Safer Communities through Policing Excellence

Est. 1871

September 6th, 2017

Mayor Moses Tucker
Town of Portugal Cove - St. Philips
1119 Thorburn Road
Portugal Cove – St. Philips, NL
A1M 1T6

Mayor Tucker,

I am writing you with regards to complaints the Royal Newfoundland Constabulary (RNC) has received about speeding and aggressive driving on Old Broad Cove Road.

Recently, the RNC has conducted a five (5) week strategic traffic enforcement initiative which involved the placing of our mobile feedback sign, along with extra enforcement patrols in the area. We did have some success during this initiative, but we are still receiving complaints from local residents.

As it is not only the responsibility of the police to address concerns and improve safety, I would like to make a few suggestions to the Town of Portugal Cove – St. Philips that can also improve safety, and ultimately act as traffic calming measures for this area.

The installation of Stop Signs along Old Broad Cove Road at specific intersections can reduce speeds. This installation process will make each intersection an “*All Way Stop*”. These measures are cost effective, and they have also been proven (in other towns) to be a very effective traffic calming measure.

Further, these configurations will maintain a smooth flow of traffic, improve safety, and address many of the concerns raised by residents of this area.

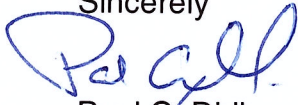
I have recently visited this area, and I have identified areas where you may want to look at installing an “*All Way Stop*” intersection.

These are the areas I would suggest:

- Old Broad Cove Road at Bradbury's Road
- Old Broad Cove Road at Bennett Road
- Old Broad Cove Road at Oliver's Pond Road
- Old Broad Cove Road at Maggies Place
- Please be advised that these are traffic calming suggestions. Your Town Officials may feel that other measures are more suitable.

If you would like to meet to discuss these issues, please feel free to contact me at your convenience.

Sincerely

A handwritten signature in blue ink, appearing to read 'Paul C. Didham'.

Paul C. Didham
Sergeant – Reg. # 606
NCO I/C – Traffic Services
Royal Newfoundland Constabulary

A handwritten signature in blue ink, appearing to read 'Imp. B. Constantine'.

Barry Constantine
Inspector – Reg. # 429
Operational Patrol Services
Royal Newfoundland Constabulary