



Public Council Meeting
Tuesday, December 5, 2017 at 7:00 pm
Location: Council Chambers

1. Call of Meeting to order
2. Adoption of Agenda for December 5, 2017
3. Delegations/Presentations
4. Adoption of Minutes of November 21, 2017
5. Business Arising from Minutes
6. Committee Meeting Reports

a) Planning & Development Committee – Councillor Harding

Applications:

- 1) Civics # 176 & 160-194A Western Gully Road – Residential Subdivision
- 2) Civic # 201A Beachy Cove Road – Single Dwelling
- 3) Civic # 1583-1589 Portugal Cove Road – Subdivide Property
- 4) Civic # 217-231 Dogberry Hill Road – Business

Correspondence:

- 5) Town of Torbay – Proposed Amendment to the St. John's Urban Region Regional Plan

Discussion:

- 6) Development Regulations Amendment No. 4, 2017 (Maximum Street Length)
- 7) Other items discussed item #8 - 23

Permits Issued:

- 8) Permits issued from November 10th to November 23rd, 2017

b) Recreation/Community Services: - Councillor Stewart Sharpe

- 1) Canada 150 Commemorative Ceremony
- 2) Lifestyle Centre
- 3) 2018 Recreation and Community Services Budget

c) Public Works - Councillor Bartlett

- 1) Civic #7 Bauline Line Extension - Water & Sewer Servicing
- 2) Newbury Street Turning Restrictions
- 3) Rainbow Gully Water & Sewer Servicing Tender
- 4) Loader Tender PCSP-2017-005
- 5) Loader Rental
- 6) Staffing Follow-Up
- 7) Parking Lot Connectivity – Town Hall

d) Economic Development, Marketing, Communications and Tourism - Councillor Neary

- No meeting held

e) Protective Services - Councillor Hanlon

- 1) Commissionaires – Municipal Enforcement
- 2) FES Updates
- 3) SafePCSP
- 4) Municipal Enforcement Officer's (MEO) report

f) Administration and Finance – Deputy Mayor Laham

- 1) Accounts for Payment
- 1) Meadow Heights Change Order
- 2) Drover Heights

7. Correspondence for November 20 – December 1, 2017

8. New/General/Unfinished Business

9. Agenda items/Notice of Motions etc.

10. Adjournment



DELEGATIONS / PRESENTATIONS



MINUTES



TOWN OF PORTUGAL COVE-ST. PHILIP'S

November 21, 2017

Regular Public Council Meeting 7:00 p.m.

IN ATTENDANCE:	Mayor	Carol McDonald
	Deputy Mayor	Jeff Laham
Councillors:		Dave Bartlett
		Darryl J. Harding
		Johnny Hanlon
		Madonna Stewart Sharpe
		Tina Neary
		Chris Milley
	Town Manager/Engineer	Tony Pollard
	Director of Financial Operations	Gail Tucker
	Director of Public Works	Jeff Lawlor
	Economic Development, Communications, Marketing and Tourism	Dawn Sharpe
	Recreation & Community Service	Les Spurrell
	Planning Technician	Claudine Murray
	Deputy Town Clerk	

Mayor McDonald called the meeting to order, welcomed the gallery of 21 persons in attendance.

DELEGATIONS/PRESENTATIONS

A presentation from Ronnie O'Neil of Choices from Youth and Matthew Nippard from Tuckamore Centre was received. During the summer, the Town donated Bill Churchill Memorial Field to Choices for Youth to host a softball tournament. 7 organizations came together to take place and the proceed from the tournament were divided amongst organizations of their choice. The Town received a donation of \$365 for the JumpStart Program for youth in our community for our contributions to the event.

ADOPTION OF AGENDA

Motion: Bartlett/Hanlon
2017-487 Resolved that the Agenda dated November 21, 2017, be adopted as circulated.
Carried Unanimously

ADOPTION OF MINUTES

Motion: Bartlett/Hanlon
2017-488 Resolved that the minutes of November 7, 2017 be adopted as circulated with correction to one minor typing error.
Carried Unanimously

BUSINESS ARISING

- None for this meeting

COMMITTEE REPORTS

Planning & Development Committee Report of November 14, 2017– presented by Councillor Harding

1. Civic # 52 Dan's Road – Reconfigure Property Boundaries and Construct Single Dwelling with Subsidiary Apartment and Accessory Building

Motion: Harding/Laham

2017-489 Resolved that the application to reconfigure property boundaries and construct a single dwelling with subsidiary apartment and accessory building at Civic # 52 Dan's Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

2. Civic # 12-14 Dawn Allen Road – Single Dwelling

Motion: Harding/Laham

2017-490 Resolved that the application to construct a single dwelling at Civic # 12-14 Dawn Allen Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

3. Civic # 184 Tucker's Hill Road – Accessory Building

Motion: Harding/Bartlett

2017-491 Resolved that the application to construct an accessory building at Civic #184 Tucker's Hill Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

4. Civic # 141-143 Neary's Pond Road – Accessory Building

Motion: Harding/Stewart Sharpe

2017-492 Resolved that the application to construct an accessory building at Civic #141-143 Neary's Pond Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

5. Civic # 8-10 Western Heights – Accessory Building

Motion: Harding/Hanlon

2017-493 Resolved that the application for an accessory building at Civic # 8-10 Western Heights be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

6. Civic # 1435-1437 Portugal Cove Road – Communications Tower and Accessory Building

Motion: Harding/Hanlon

2017-494 Resolved that the application to install a monopole tower and construct an accessory building at Civic # 1435-1437 Portugal Cove Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

7. Blast Hole Pond Road – Upgrading and Culvert Replacement

Motion: Harding/Bartlett

2017-495 Resolved that the application to replace exiting culverts and upgrade a portion of Blast Hole Pond Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

Note: Congratulations was extended to the ACE Committee on their good work.

8. Service NL – Condition of Property at Civic # 39-43 Neary's Pond Road

Motion: Harding/Neary

2017-496 Resolved that Council issue a Stop Order regarding the use of a recreational vehicle as a permanent dwelling at Civic # 39-43 Neary's Pond Road as per Appendix A: Tabled Report.

Carried Unanimously

9. The Porches of St. Philip's Residential Subdivision – Proposed Amendment to Subdivision Agreement

Motion: Harding/Hanlon

2017-497 Resolved that the request to amend The Porches of St. Philip's Residential Subdivision Agreement to include Lots # 48 to 53 within Stage I as opposed to Stage II be approved.

Carried Unanimously

10. Items # 10 through 25 are other items that were discussed at the Committee's meeting.

Detailed information regarding these items can be found in Appendix A: Tabled Report.

11. Permits Issued

There were fourteen (14) permits issued from October 27th to November 9th, 2017 as per Appendix A: Tabled Report.

Recreation & Community Services Committee

- did not hold a meeting – no report

Public Works Committee Report for November 15, 2017 – presented by Councillor Bartlett

1. Rainbow Gully Park – Water & Sewer Servicing Project

Costing associated with completing this work in-house was reviewed. Staff were asked to explore the possibility of whether this work could be completed by Grand Concourse and report back to Committee for next meeting.

2. Ministerial Letter – Provincial Maintenance Items

A letter has been written to the Minister of the Department of Transportation and Works asking for his attention to address areas of concern on provincial roads and infrastructure within the boundaries of the Town. These issues have previously been reported to Transportation and Works, however remain unaddressed.

3. Sludge Removal

Staff provided a quote for sludge removal from the St. Philip's plant Trains 1 and 2 and Portugal Cove plant Train 2 as part of the Division's regular maintenance activities. This is a 2017 budgeted item.

Motion: Bartlett/Harding
2017-498 **Resolved that the sludge removal maintenance cost of \$55,000 including HST be approved.**
Carried Unanimously

4. Snow Clearing & Ice Control Operations

Discussion on ice control approach for sidewalks and sidewalk areas to be included for 2017/2018 season. Expectation on sidewalk areas to be included referred to Committee of the Whole for feedback. Staff to check on ice control approach of other municipalities and report back to Committee. Policy to be developed on sidewalk snow clearing and ice control.

5. Staffing Items

As a result of recent staffing changes, turnover and leave requests, staff requested approval to backfill the following positions: Acting Foreman, Collector Operator, Heavy Equipment Operator / Collector Operator, Heavy Equipment Operator temporary and Manager, Water & Wastewater; as well approval to again fill two Lead Hand temporary positions (winter operations). Item referred to Committee of the Whole.

Motion: Bartlett/Harding
2017-499 **Resolved that following discussion at Committee of the Whole, Committee recommends that the following positions be backfilled:**
- **Foreman (Acting) – temporary and for review at six months;**

- **Collector Operator – permanent, full-time;**
- **Heavy Equipment Operator/Collector Operator – recycling operations; temporary until the permanent incumbent returns to his/her role;**
- **Heavy Equipment Operator – temporary and for review at six months;**

These positions are essential, at this time, to the delivery of Town services.

Carried Unanimously

6. Traffic Calming Measures

Confirmation provided that any requests put forward regarding speed humps, speed minder signs and speed changes would be put through the process of the Traffic Calming Policy.

7. Garbage Operation

Staff advised that bulk collection service is coming to a close for 2017 and once again providing this service by appointment was very successful. Consideration will be given to the possibility of providing a one day hazardous waste material collection for residents in 2018. Staff to check with the Multi-Materials Stewardship Board for possible partnership opportunities. Committee inquired on routing approaches. Routing maps are included on the Town website.

Economic Development, Marketing, Communications & Tourism Report for November 17, 2017 – presented by Councillor Neary

1. Advisory Committee Updates

The Fanny Goff Memorial is currently being installed by Grand Concourse. The storyboard is being finalized and construction will be complete by the end of the year.

Councillor Neary updated the Committee on many of the projects, requests and initiatives that will be coming forward by ACE in the coming weeks and months.

Both Committees will be finalizing their budget requests for 2018 and these requests will be submitted to Council the week of November 27th.

The Committee reviewed a request from resident Mihai B. Sarbu to join the Advisory Committee on the Environment. Mihai is currently finishing his Ph. D in Environmental Sociology.

Motion: Neary/Bartlett
2017-500 Resolved that Mihai B. Sabru be appointed to the Advisory Committee on the Environment.
Carried Unanimously

2. Budget Consultation Presentations

There are two upcoming public budget meetings, Sunday, November 19th and Wednesday, November 22nd. There has been one request to present so far on the Wednesday session, by the Chamber of Commerce. We are receiving feedback on social media and encourage anyone interested to send in their thoughts on the 2018 Budget. The date for presentation of the proposed budget has not yet been set.

3. PCSP Chamber of Commerce

The Director of Economic Development met with the Chamber on Wednesday, November 15th. The Chamber is currently working on their budget request to Council. A number of potential projects were discussed including town signage, tourism planning, strategic planning, business marketing and more. The communication channel between Chamber and Council is being considered.

4. Regional Signage Project

The Committee was updated on conversations with ACOA and Department of Tourism, Culture, Industry and Innovation regarding support for tourism signage as part of a regional approach. A proposal is currently being developed.

5. Tourism Projects

The Committee had a discussion involving a number of potential tourism projects in the future, including the potential for a museum, a community lookout, Bike Park, trails network, etc. Many of these initiatives will be discussed during the budget process with the whole of Council to understand priorities for the future.

6. Ec.D Budget Request

The Committee reviewed the Economic Development, Marketing and Communications Department budget for 2017 and proposed budget for 2018, which will be presented to Council during the budget process.

7. Orientation Meetings

Council will be pushing some of their Orientation meetings with service providers into the new year in order to accommodate budget meetings and community groups. Orientation meetings in 2017 will finish the week of December 4th.

8. Bugs and Debbie Greene Show

Bugs and Debbie Greene will be filming the Recreation Holiday events this year and feature a Christmas in PCSP special. Their content from last year is being utilized to create social media ads to promote the Town's events.

9. Community Volunteer Income Tax Program

Following correspondence from Canada Revenue Agency, the Town will promote their Community Volunteer Income Tax Program and their tax clinics that support community groups and volunteers in the community.

Protective Services Committee Report of November 14, 2017 – presented by Councillor Hanlon

1. Commissionaires – Municipal Enforcement

The Committee reviewed the report as provided by the Municipal Enforcement Officer. This report has been tabled as Appendix A.

The Committee discussed possible locations with the greatest visibility for the Crime Stoppers signs. Councilor Bartlett will bring this to the Public Works Committee for further recommendations. MEO will pick up the signs.

The Committee requested that funding for approximately three cameras be included in the budget process for the purpose of monitoring areas throughout the community to prevent illegal dumping. The MEO will install and monitor the cameras. These cameras have proven very successful in other municipalities for this purpose.

On behalf of the Mayor, Councilor Neary requested that tourist-style activity, such as photo opportunities, etc., in front of the Mayor's home is not to be considered trespassing or nuisance behavior.

2. FES Updates

- The Fire Department met with Mr. Dick Whitaker of the Advisory Committee on the Environment regarding his article on the Fire Smart program. The Chiefs noted the article in the most recent edition of the Northeast Avalon Times is a great read and full of beneficial information for all residents. The Town will follow up with Mr. Whitaker in the spring to further utilize his expertise on this subject. Councilor Neary to make contact with Mr. Whitaker through the ACE.
- The Department has been working closely with the Finance Department on budgetary needs, including facility maintenance and fleet maintenance. The condition and lack of expansion potential for the two Fire Halls is a main point in the budget conversation. The Chiefs will bring further information on plans and response times back to the Committee.
- The Chiefs will continue to apply to the province for cost sharing funds.
- Chief Hollett gave a brief report on the recent structure fire on Thorburn Road. Media was on scene and Deputy Chief Sharpe conducted a brief interview at the time.

3. SafePCSP Request

The Committee approved a funding request from the community group SafePCSP for printing rack cards as part of their Slow Down campaign. This is a budgeted item.

Admin. and Finance Committee Report of November 14, - presented by Deputy Mayor Laham

1. Accounts for Payment

Motion: Laham/Bartlett

2017-501 Resolved that Council approve payment of regular accounts in the amount of \$92,284 and capital accounts in the amount of \$280,133.29 for a total of \$372,417.29 as tabled.

Carried Unanimously

2. Reduction in Operational Budget

Committee has requested each department reduce expenditures by 5% off operating budget. Where that is not achievable, the department head is asked to identify concerns during the 2018 budget preparation process.

3. Treatment of not for profits for tax purposes

Committee discussed taxing of not for profit groups and has concluded that status quo on treatment is the best option while working with the respective groups to ensure that the basis for taxation is reasonable.

4. Staffing

Motion: Laham/Harding

2017-502 Resolved that an Administrative Support position be filled on a permanent basis following the rules in the collective agreement.

Carried Unanimously

5. Water Metering Project

Committee would like to meet with the project managers of Neptune as soon as possible to discuss portions of the contract that are still planned to be done, such as infrastructure repair and implementation of zone metering. The Town Manager will set up a meeting.

6. Removing Limit of Service Requirement

A circular was received from the Department of Municipal Affairs and Environment advising the Limit of Service requirements in the Municipal Infrastructure Project Guidelines has been removed.

7. Eastern Regional Service Board Correspondence

Correspondence was received from the Eastern Regional Services Board indicating that the user fee structure at the Regional Waste Management Facility will remain the same for 2018.

8. 2016-2017 OIPC Annual Report

Correspondence from the OIPC requested the Mayor canvass workload issues with the Access to Information and Protection of Privacy (ATIPP) Coordinator and staff given that we are among the public bodies with the highest number of access to information requests. In fact, our Town is the highest.

The committee was given a report on ATIPP as of October 31, 2017: the Town has received 116 requests and spent 550 hours on the 104 requests completed so far in 2017.

9. Infrastructure Priorities 2018

The committee discussed infrastructure projects and the funding programs relating to them and as well the need to clarify what exactly we can move from one funding source to another and what is required to do that from a provincial and federal level. To expedite this process and to ensure everyone is of the same understanding, the Mayor will request a meeting with the Minister to discuss further.

The Small Community Fund application deadline is fast approaching and potential Projects, depending on the aforementioned discussions, could be Franklyn Place water and sewer and Indian Meal Line water and sewer.

10. Reduction in Assessment Services fee

Correspondence was received November 8, 2017 from the Municipal Assessment Agency indicating that the fee for services is reduced by \$1.00 to \$27.00 per assessed lot, effective January 1, 2018.

11. Bunker Gear

A quote for bunker gear to replace worn out gear was discussed and tabled. The committee has the following motion:

Motion: Laham/Hanlon
2017-503 Resolved that Council purchase Fire Department bunkergear from MicMac Fire at a cost of \$9,360 plus HST.
Carried Unanimously

12. Meadow Heights

Discussion was referred to Committee of the Whole Meeting.

13. Funding

Motion: Laham/Neary
2017-504 Resolved that the town submit applications under the Small Communities Fund to provide Water and Sewer Service to Franklyn Place at an estimated cost of \$744,525 HST included and to provide water and sewer services to Indian Meal Line at a cost of \$927,742 HST included.

Carried Unanimously

Other Reports

1. Privileged meeting of Council – November 20, 2017

Motion: Laham/Harding

2017-505 Resolved that Council accept the decisions made in a deliberation of a November 20th, 2017 privileged Council meeting in regards to a legal matter on Meadow Heights Road.

Carried Unanimously

CORRESPONDENCE

Council Correspondence for November 6-17, 2017

RECEIVED	CONTRIBUTOR	REGARDING	DISTRIBUTION
November 6, 2017	MADD Avalon	Invitation - Provincial Red Ribbon Launch 2017	Council
November 8, 2017	Historic Sites Association of NL	Nominations: Manning Awards for Excellence	EDMCT Cmte
November 8, 2017	Member of Parliament	Federal Funding information package	AF Cmte
November 8, 2017	Municipal Assessment Agency	Reduction in assessment services fee	AF Cmte
November 10, 2017	Office of Nick Whalen	Request for Infrastructure Priorities 2018	AF Cmte
November 10, 2017	Eastern Regional Service Board	Election in Sub-Region Ward 5	AF Cmte
November 10, 2017	Department of Municipal Affairs	Circular - Revised LOS Policy	AF Cmte
November 14, 2017	Canada Revenue Agency	Community Volunteer Income Tax Program	EDMCT
November 15, 2017	NorthEast Avalon Joint Council	Follow-up from the Nov 14, 2017 Northeast Avalon Joint Council (NEAJC) meeting	Mayor

NEW/GENERAL/UNFINISHED BUSINESS

1. Conflict of Interest

Councillor Harding requested Council decide if he is in conflict of interest of being the General Manager of Murray's Pond Fishing & Country Club and a Councillor of a Town that pays to use that facility. Councillor Harding is on the Finance & Administration Committee who must review and approve paying bills. Councillor Harding expressed his concerns to be open and transparent, and then left the room while Council discussed the request.

Councillor Hanlon asked does Council consider Councillor Harding's position of General Manager of Murray's Pond Fishing & Country Club as being a conflict with what he does as a Councillor with Portugal Cove-St. Philip's. Each Councillor answered no, they do not.

Motion: Hanlon/Neary
2017-506 Resolved that Council does not consider Councillor Harding in conflict of interest in relation to his role as General Manager of Murray's Pond Fishing & Country Club and his position as a Councillor with the Town of Portugal Cove-St. Philip's
Carried Unanimously

Councillor Harding returned to the meeting after item #1 was concluded. He noted that since he was elected, there have been no invoices issued from Murray's Pond and there have been no payment to Murray's Pond for any functions.

ADJOURNMENT

Motion: Hanlon/Laham
2017-507 Resolved that this meeting be adjourned. Time is 7:35 pm.
Carried Unanimously

Carol McDonald, Mayor

Claudine Murray, Deputy Town Clerk

Appendix A – Planning and Development Committee Report



BUSINESS ARISING



PLANNING & DEVELOPMENT

Planning and Development Committee Report

November 27th, 2017

In Attendance: Councillor Darryl Harding (Chairperson)
Deputy Mayor Jeff Laham
Councillor Johnny Hanlon
Les Spurrell, Planning & Development Coordinator
Holly Duffett, Planning Technologist

Also in Attendance: Mayor Carol McDonald

1. Civics # 176 & 160-194A Western Gully Road – Residential Subdivision

Motion: The Committee recommends that the application to subdivide property and construct an unserviced residential subdivision at Civics # 176 and 160-194A Western Gully Road be granted approval in principle as per Appendix A: Tabled Report.

2. Civic # 201A Beachy Cove Road – Single Dwelling

Motion: The Committee recommends that the application to construct a single dwelling at Civic # 201A Beachy Cove Road be rejected as per Appendix A: Tabled Report.

3. Civic # 1583-1589 Portugal Cove Road – Subdivide Property

Motion: The Committee recommends that the application to subdivide property at Civic # 1583-1589 Portugal Cove Road be granted approval in principle as per Appendix A: Tabled Report.

4. Civic # 217-231 Dogberry Hill Road - Business

Motion: The Committee recommends that the application to establish a light industry business (office and specialty trailer rentals) at Civic # 217-231 Dogberry Hill Road be rejected as per Appendix A: Tabled Report.

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

The Planning Department is in receipt of a letter from the Town of Torbay proposing to amend the St. John's Urban Region Regional Plan to coincide with a proposed amendment to the Town's Municipal Plan & Development Regulations currently under review. This amendment involves the re-designation land off Barn Mash Road from Rural to Urban Development for the development of a single lot.

Motion: The Committee recommends that Council forward correspondence to the Town of Torbay stating that they have no concerns with the proposed amendment.

6. Development Regulations Amendment No. 4, 2017 (Maximum Street Length)

Notice of Public Consultation for this amendment was published in the Saturday, November 18th, 2017 edition of The Telegram and from November 18th to November 28th, 2017 a copy of the proposed amendment was posted on the Town's website and was available for public viewing at the Town Office (during normal working hours). As no written comments were received by the Town during this time period, the Committee recommends the following:

Motion: The Committee recommends that Council adopt Development Regulations Amendment No. 4, 2017, and forward the documents to the Department of Municipal Affairs and Environment for review and registration, as per the Urban and Rural Planning Act, 2000.

Items # 7 through 20 are other items that were discussed at the Committee's meeting. Detailed information regarding these items can be found in Appendix A: Tabled Report.

21. Permits Issued

There were twelve (12) permits issued from November 10th to November 23rd, 2017 as per Appendix A: Tabled Report.

**Appendix A: Tabled Report
November 27th, 2017**

Application:

Item # 1:

Civics # 176 & 160-194A Western Gully Road

Residential Subdivision

Zoning: Residential Low Density & Residential Rural (RLD & RR) – Unserviced

The Committee recommends that the application for Civics # 176 and 160-194A Western Gully Road be granted approval in principle, permitting the subdivision of property and construction of an unserviced residential subdivision. Approval in principle shall be in full compliance with the Town's Municipal Plan and Development Regulations, Subdivision Design and Construction Standards, and all other regulatory bodies of government, specifically Plan Policy GE-2 (Environmental Protection Schedule Overlay), Plan Policy GE-11 (Storm Drainage), Plan Policy SD-1 (Evaluating Proposals to Subdivide Land), Plan Policy SD-4 (Non-Serviced Areas), Plan Policy SD-5 (Public Input), Plan Policy SD-7 (Open Space Dedications), Plan Policy RES-8 (Council Control of Land Development), Plan Policy RES-14, RES-15, RES-16 & RES-18 (Street Design & Construction Standards), Plan Policy T-10 & T-11 (Local Roads), Development Regulation 41 (Buffer Strips), Development Regulation 59 (Street Construction Standards), Development Regulation 67 (Stormwater Management), Development Regulation 81 (Services to be Provided), Development Regulation 83 (Permit to Subdivide Subject to Considerations), Development Regulation 87 (Subdivision Subject to Zoning), Development Regulation 88 (Land for Public Open Space), Development Regulation 90 (Subdivision Design Standards), Development Regulation 97 (Groundwater Supply Assessment and Reporting), Schedule C: Residential Low Density, Schedule C: Residential Rural, and Schedule E: Environmental Protection Overlay.

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

The Committee advised Staff to respond to the submission from the Advisory Committee on the Environment and to express the Committee's interest in further discussion between Council and ACE on the implementation of engineered sewage treatment systems within residential subdivision developments in unserviced areas of the Town.

Item # 2:

Civic # 201A Beachy Cove Road

Single Dwelling

Zoning: Residential Medium Density (RMD) – Serviced

The Committee recommends that the application to construct a single dwelling at Civic # 201A Beachy Cove Road be rejected as the lot does not have frontage on a publicly maintained street which does not comply with the Town's Municipal Plan and Development Regulations 2014-2024, specifically Development Regulation 47 (Lot Frontage) and Schedule C: Residential Medium Density.

The Administrator recommended that this application be rejected.

Item # 3:

Civic # 1583-1589 Portugal Cove Road
Subdivide Property
Zoning: Mixed Use (MIX) – Serviced

The Committee recommends that the application for Civic # 1583-1589 Portugal Cove Road be granted approval in principle, permitting the subdivision of property. 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-5 (General Layout Intent), Plan Policy GLU-9 (Access to Public Streets and Roads), and Schedule C: Mixed Use.

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

Item # 4:

Civic # 217-231 Dogberry Hill Road
Business
Zoning: Residential Medium Density (RMD) – Unserviced

The Committee recommends that the application to establish a light industry business (office and specialty trailer rentals) at Civic # 217-231 Dogberry Hill Road be rejected as the business proposes outdoor storage which does not comply with the Town's Municipal Plan and Development Regulations 2014-2024, specifically Schedule C: Residential Medium Density.

The Administrator recommended that this application be rejected.

Other Items Discussed:

Item # 7:

Civic # 12-16 Western Heights – Application for Accessory Building

The Committee reviewed an application for an accessory building constructed at Civic # 12-16 Western Heights which does not comply with the minimum separation distance between an accessory building and another building.

The Committee advises that this application be deferred until the next meeting pending Staff contacting the applicant to see if they can make the building compliant.

Item # 8:

Civic # 593-595 Old Broad Cove Road – Application for Accessory Building

The Committee reviewed an application for an accessory building constructed at Civic # 593-595 Old Broad Cove Road which does not comply with the minimum side yard standard.

The Committee advises that this application be deferred until the next meeting pending Staff contacting the applicant to see if they can make the building compliant.

Item # 9:

Increase in Maximum Street Length

The Committee discussed potential increase in the maximum street length for all streets beyond 300 m (984 ft).

The Committee advised that discussion be deferred until Development Regulations Amendment No. 4, 2017 has been registered by the Department of Municipal Affairs & Environment.

Item # 10:

Steep Slope Regulations

The Committee discussed regulations regarding development within steep slope areas identified within Schedule E: Environmental Protection Overlay.

On November 14th, 2017 Staff provided the Committee with steep slope regulations from various municipalities throughout the province.

The Committee requests that Staff send the steep slope information to the Committee members for review.

Item # 11:

Proposed Creation of Traditional Community 1 and 2 Zones

The Committee discussed the potential creation of Tradition Community 1 and 2 Zones.

The Committee advised Staff to draft proposed standards for development of single dwellings within the Traditional Community Zone accessed through private right-of-way's that are documented to exist prior to amalgamation of Portugal Cove and St. Philip's, in consultation with the Committee. This draft will be reviewed at the first Committee meeting in January 2018.

Item # 12:

Civic # 27-31 Emberley's Road - Embankment

The Committee discussed safety and erosion concerns of a resident regarding an embankment adjacent to their property.

A member of the Committee will refer the safety concern to the Public Works Committee for a quote to install a fence which will run along the property boundary. Once the street has been conveyed to the Town, the erosion concern will be investigated by the Town.

Item # 13:

Civic # 17 Mitchell's Road – Complaint Regarding Business Activity

The Committee discussed a complaint regarding an alleged sawmill operation.

Staff advised the Committee that an application for the activity has been received by the Town. The Committee advises Staff to process the application received.

Item # 14:

Eastern Newfoundland Regional Appeal Board – Notice of Appeal Hearing

The Planning Department is in receipt of correspondence advising that a hearing has been scheduled on Friday, December 8th, 2017 at 9:00 am at Council Chambers, Mount Pearl City Hall, regarding a Removal Order for a dwelling extension that was constructed beyond the condition of the permit issued by the Town (which was later revoked) at Civic # 10-12 Hilltop Lane.

Item submitted for information.

Item # 15:

Eastern Newfoundland Regional Appeal Board – Notice of Appeal

The Planning Department is in receipt of correspondence advising that an appeal has been filed against Council's decision to grant approval in principle to the reconfiguration of property & construction of a single dwelling at Civic # 7-9A Day's Road.

Item submitted for information. Staff will forward the information requested to the Board.

Item # 16:

Civic # 220 Dogberry Hill Road – Request to meet with the Committee

The Planning Department is in receipt of a request to meet with the Committee to discuss a potential unserviced residential subdivision at Civic # 220 Dogberry Hill Road.

The Committee established that when requests for meetings with the Committee are received that Staff forward an email to the Committee members regarding the request. The Committee will advise if they wish for Staff to schedule the meeting and Staff will contact the requester to schedule a time for the meeting.

The Committee advises Staff to schedule the meeting for the next Committee meeting and to email background information to the Committee.

Item # 17:

Civic # 7 Bauline Line Extension – History of Property

The Committee discussed the Planning & Development Department's history of activity regarding Civic # 7 Bauline Line Extension.

A member of the Committee will refer discussion of this property to the Public Works Committee as the area of focus is potential connection to municipal water which is within that Department's jurisdiction.

Item # 18:

Maggies Place Residential Development Scheme

The Committee discussed receipt of draft Residential Development Scheme documents for the Maggies Place project from TRACT Consulting.

Staff advised that they are currently reviewing the submission.

Item # 19:

Civic # 258-260 Witch Hazel Road – Meeting with the Committee

The Committee discussed a request to meet with the Committee.

A member of the Committee will contact the Developer advising them to contact Staff so that the meeting can be scheduled.

Item # 20:

Potential Amendment to Development Regulation # 10 (Discretionary Powers of Council)

The Committee discussed potential amendment to Development Regulation # 10 to allow development at Council's discretion where approval cannot be given by Council as the proposal does not comply with the Town's Municipal Plan & Development Regulations but it would be unreasonably costly for the applicant to comply or compliance would prejudice the proper development of the land, building or structure in question.

The Committee advises that discussion be held pending Staff researching if other municipalities may have similar regulations.

Permits Issued:

Item # 21:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	17-351	11/10/2017	356-358	Tolt Road	Single Dwelling
2	17-352	11/10/2017	997-999	Indian Meal Line	Accessory Building & Patio/Deck
3	17-353	11/10/2017	18-22	Hanlon's Lane	Site Preparation
4	17-354	11/14/2017	2	Princeton Place	Accessory Building
5	17-355	11/17/2017	1836	Portugal Cove Road	Accessory Building
6	17-356	11/20/2017	869-877	Thorburn Road	Demolition
7	17-357	11/20/2017	869-877	Thorburn Road	Accessory Building
8	17-358	11/20/2017	26	North Point Road	Water Connection
9	17-359	11/21/2017	26	West Point Road	Occupancy
10	17-360	11/22/2017	52	Dan's Road	Reconfigure Property Boundaries
11	17-361	11/22/2017	52	Dan's Road	Site Preparation

12	17-362	11/22/2017	1811	Portugal Cove Road	Accessory Building
----	--------	------------	------	--------------------	--------------------



November 9, 2017

To all Towns within the St. John's Urban Region
Bauline; Bay Bulls; Conception Bay South; Flatrock
Holyrood, Mount Pearl, Paradise, Petty Harbour,
Portugal Cove/St. Philip's, Pouch Cove,
St. John's, Wabana, and Witless Bay

Dear Mayors and Councillors:

**Proposed St. John's Urban Region Regional Plan Amendment
Town of Torbay Municipal Plan Amendment No. 2, 2017 and
Development Regulations Amendment No. 3, 2017**

The Town of Torbay is proposing amendments to its Municipal Plan and Development Regulations which will also require an amendment to the St. John's Urban Region Regional Plan. The Town of Torbay has requested that the Minister of Municipal Affairs and Environment undertake a Regional Plan Amendment to coincide with the Town's Municipal Plan and Development Regulations Amendments.

The Minister has directed consultation with all municipalities under the authority of the St. John's Urban Region Regional Plan. The Minister is requesting your comments on the proposed Torbay Municipal Plan and Development Regulations Amendments prior to making a decision to proceed on a Regional Plan Amendment.

Attached, is a draft map outlining the required amendment to the St. John's Urban Region Regional Plan and a copy of the proposed Torbay Municipal Plan Amendment No. 2, 2017, and Development Regulations Amendment No. 3, 2017. Please provide any comments which you may feel relevant prior to the Minister making a decision on the proposed amendment. Comments may be addressed to the undersigned or to the Minister of Municipal Affairs and Environment no later than November 30, 2017.

Sincerely,

A handwritten signature in black ink, appearing to read 'Craig Scott', is written over a horizontal line.

**Craig Scott, Mayor
Town of Torbay**

cc: Local Governance and Planning Division,
Department of Municipal Affairs and Environment

NDC
Nov 7/17
Brie - This is
OK
Sen

OCT 27 2017

COR/2017/03607



Mayor Craig Scott
Town of Torbay
P.O. Box 1160
Torbay, NL A1K 1K4

Dear Mayor Scott:

RE: St. John's Urban Region Regional Plan

I have reviewed the Town's request to amend the St. John's Urban Region Regional Plan (SJURRP) dated August 24, 2017.

I wish to inform you that you may proceed with public consultation as required by Section 14 of the *Urban and Rural Planning Act, 2000* (the *Act*) related to the proposed amendment to the SJURRP. The proposed amendment to the SJURRP is limited to re-designation of one parcel of land within Torbay from:

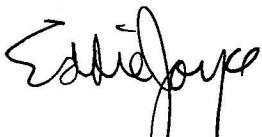
- Rural to Urban Development.

Consultation for the proposed SJURRP amendment should be concurrent and referenced with that required for the Town's amendment of its Municipal Plan and Development Regulations.

As provided by the *Act*, I will require that you consult with the public and the other 14 municipalities that are subject to the SJURRP in relation to the proposed amendment.

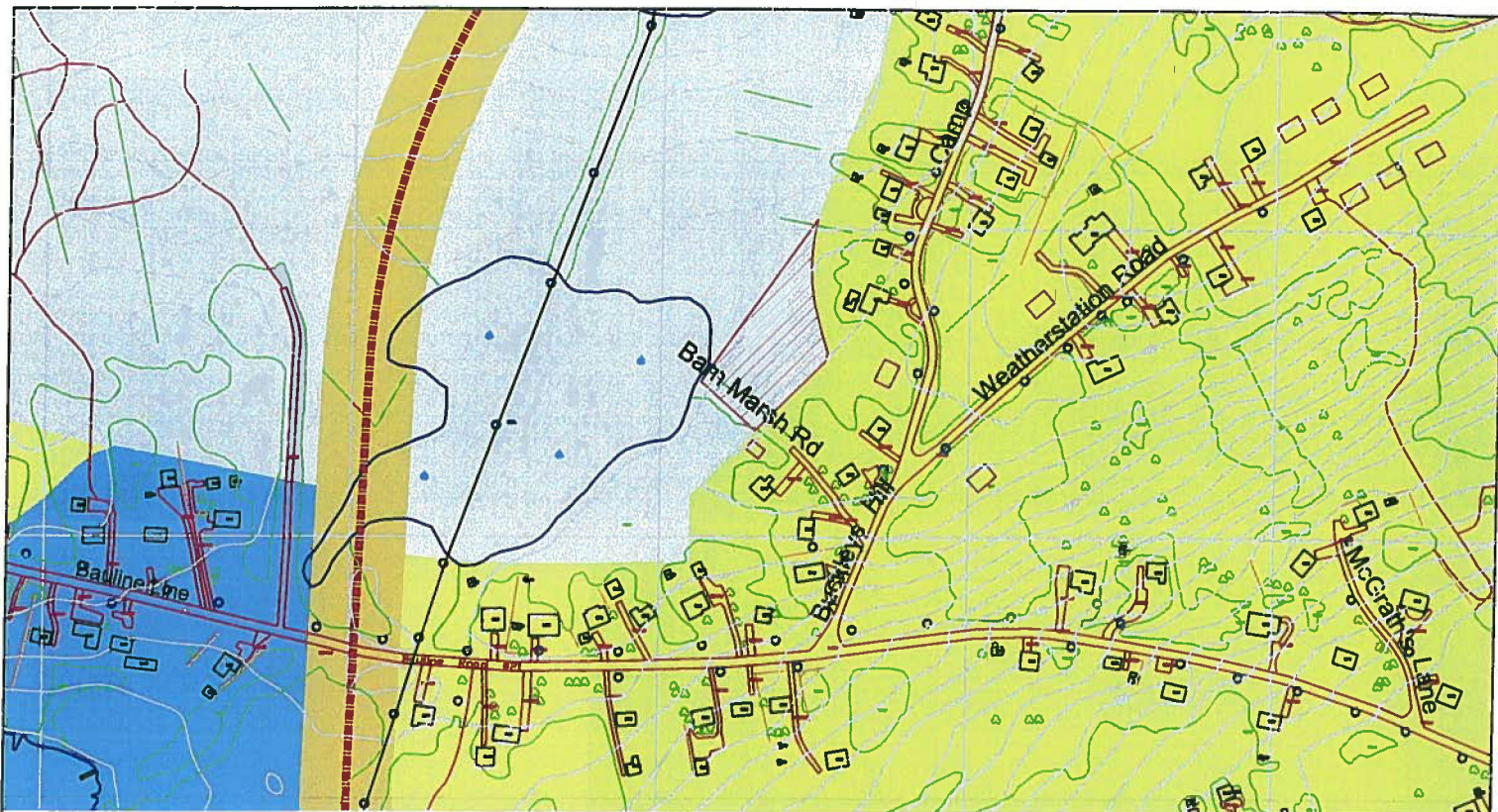
Upon completion of the consultation process, please provide me with a summary of the consultation along with any representations received by the Town.

Sincerely,



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

cc: Reginald Garland, MCIP, Planner, Plan-Tech Environment



St. John's Urban Region Regional Plan

Amendment No. , 2017 (Torbay)

Regional Plan Designations

- Urban Development
- Protected Watershed
- Rural

Proposed Changes

- Redesignate from Rural to Urban Development

Eddie Joyce, Minister of Municipal Affairs and Environment

Dated at St. John's this _____ day of _____, 2017

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION:

I certify that the attached St. John's Urban Region Regional Plan Amendment No. , 2017 has been prepared in accordance with the requirements of the Urban and Rural Planning Act.

MCIP: _____

TOWN OF TORBAY
MUNICIPAL PLAN 2015 - 2025



MUNICIPAL PLAN AMENDMENT No. 2, 2017

RURAL to RESIDENTIAL
Barn Marsh Road

AUGUST, 2017

PLAN-TECH



ENVIRONMENT

URBAN AND RURAL PLANNING ACT
RESOLUTION TO APPROVE
TOWN OF TORBAY
MUNICIPAL PLAN AMENDMENT No. 2, 2017

Under the authority of section 16, section 17 and section 18 of the *Urban and Rural Planning Act 2000*, the Town Council of Torbay.

- a) Adopted the Torbay Municipal Plan Amendment No. 2, 2017 on the day of _____, 2017.
- b) Gave notice of the adoption of the Town of Torbay Municipal Plan Amendment No. 2, 2017 by advertisement inserted on the _____ day and the ____ day of _____, 2017 in *The Telegram* newspaper.
- c) Set the _____ day of _____ at 7:30 p.m. at the Kinsmen Community Centre, Torbay for the holding of a public hearing to consider objections and submissions.

Now under section 23 of the *Urban and Rural Planning Act 2000*, the Town Council of Torbay approved the Town of Torbay Municipal Plan Amendment No. 2, 2017 as adopted (or as amended).

SIGNED AND SEALED this _____ day of _____, 2017

Mayor: _____ (Council Seal)

Clerk: _____

URBAN AND RURAL PLANNING ACT
RESOLUTION TO ADOPT
TOWN OF TORBAY
MUNICIPAL PLAN AMENDMENT No. 2, 2017

Under the authority of Section 16 of the *Urban and Rural Planning Act 2000*, the Town Council of Torbay adopts the Town of Torbay Municipal Plan Amendment No. 2, 2017.

Adopted by the Town Council of Torbay on the ___ day of _____, 2017.

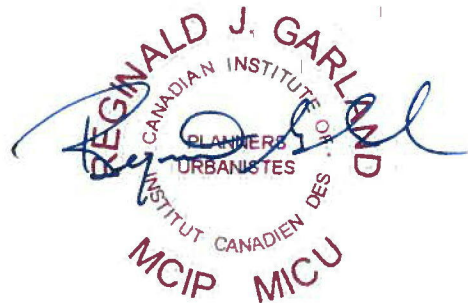
Signed and sealed this _____ day of _____, 2017.

Mayor: _____ (Council Seal)

Clerk: _____

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Town of Torbay Municipal Plan Amendment No. 2, 2017 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act*.



TOWN OF TORBAY
MUNICIPAL PLAN AMENDMENT No. 2, 2017

BACKGROUND

The Town of Torbay proposes to amend its Municipal Plan. Council has received a proposal to develop a single residential lot at the end of Barn Marsh Road. The land is presently designated as Rural in the Torbay Municipal Plan. The proposed amendment will re-designate land required for proposed single residential lot from **Rural** to **Residential**.

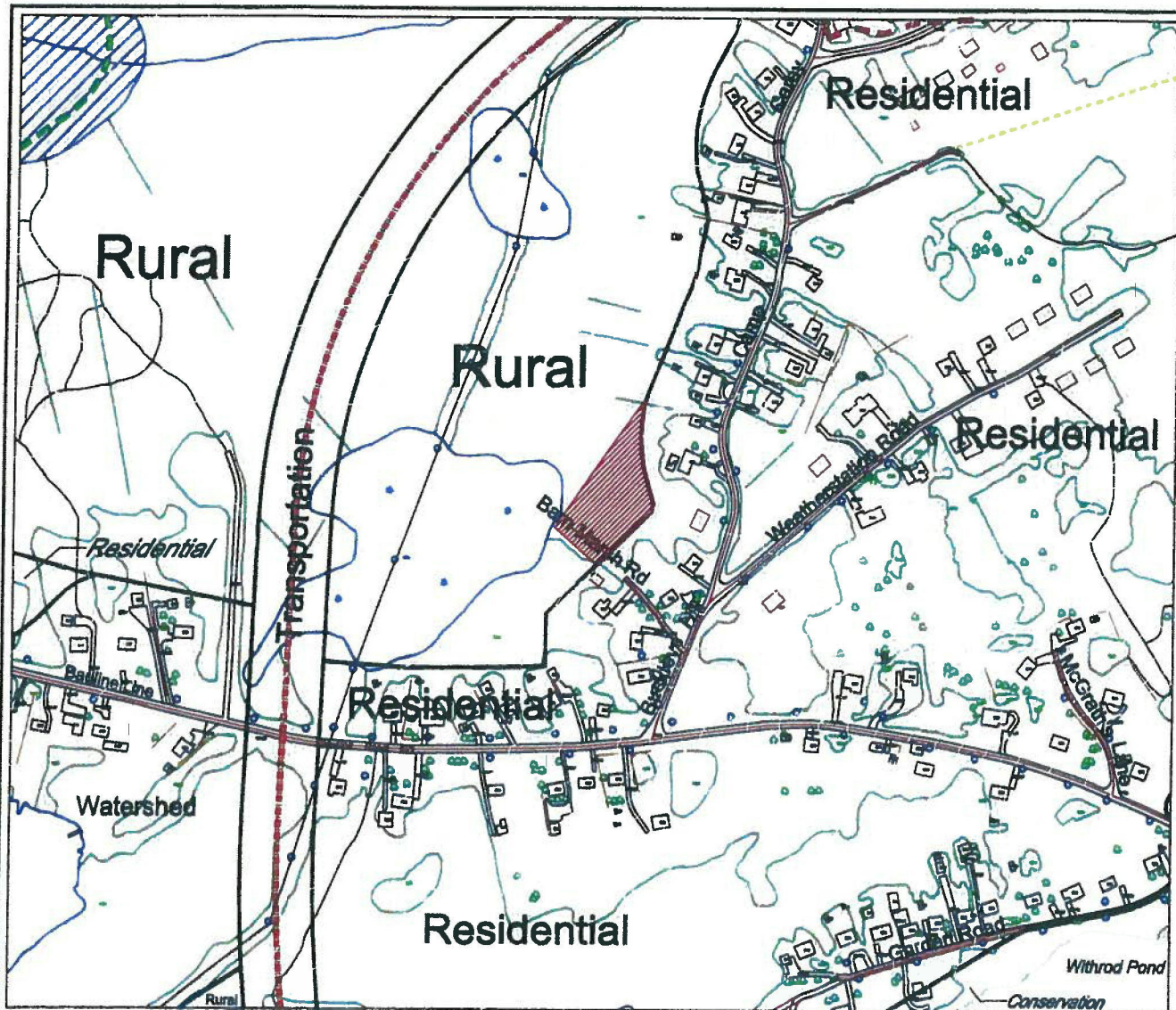
ST. JOHN'S URBAN REGION REGIONAL PLAN

The St. John's Urban Region Regional Plan Map has designated the area of the proposed Municipal Plan Amendment designated as Rural. It is determined that an amendment to the St. John's Urban Region Regional Plan is required.

AMENDMENT No. 1, 2017

The Town of Torbay Municipal Plan is amended by:

- A) *Changing*** an area of land from "**Rural**" to "**Residential**" as shown on the attached portion of the Torbay Future Land Use Map:



**TOWN OF TORBAY
MUNICIPAL PLAN 2015-2025**

Dated at Torbay

FUTURE LAND USE MAP

This ____ Day of _____ 2017

**MUNICIPAL PLAN
AMENDMENT No. 2, 2017**

Mayor

Clerk



Area to be changed from: "Rural" to
"Residential"

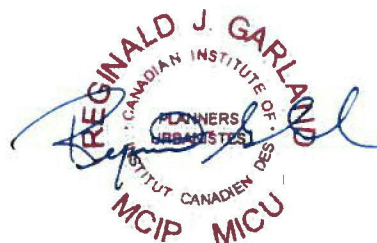
Seal

PLAN-TECH



ENVIRONMENT

Scale: 1: 5000



I certify that the attached Town of Torbay Municipal Plan Amendment No. 2, 2017, has been prepared in accordance with the requirements of the Urban and Rural Planning Act.

TOWN OF TORBAY
MUNICIPAL PLAN 2015 - 2025



DEVELOPMENT REGULATIONS AMENDMENT No. 3, 2017

RURAL to RESIDENTIAL INFILL
Barn Marsh Road

AUGUST 2017

PLAN-TECH



ENVIRONMENT

URBAN AND RURAL PLANNING ACT
RESOLUTION TO APPROVE
TOWN OF TORBAY
DEVELOPMENT REGULATIONS AMENDMENT No. 3, 2017

Under the authority of section 16, section 17 and section 18 of the *Urban and Rural Planning Act 2000*, the Town Council of Torbay.

- a) Adopted the Torbay Development Regulations Amendment No. 3, 2017 on the ____ day of _____, 2017.
- b) Gave notice of the adoption of the Town of Torbay Development Regulations Amendment No. 3, 2017 by advertisement inserted on the ____ day and the ____ day of _____, 2017 in *The Telegram* newspaper.
- c) Set the ____ day of _____ at 7:30 p.m. at the Kinsmen Community Centre, Torbay for the holding of a public hearing to consider objections and submissions.

Now under section 23 of the *Urban and Rural Planning Act 2000*, the Town Council of Torbay approved the Town of Torbay Development Regulations Amendment No. 3, 2017 as adopted (or as amended).

SIGNED AND SEALED this ____ day of _____, 2017

Mayor: _____ (Council Seal)

Clerk: _____

**URBAN AND RURAL PLANNING ACT
RESOLUTION TO ADOPT
TOWN OF TORBAY
DEVELOPMENT REGULATIONS AMENDMENT No. 3, 2017**

Under the authority of Section 16 of the *Urban and Rural Planning Act 2000*, the Town Council of Torbay adopts the Town of Torbay Development Regulations Amendment No. 3, 2017.

Adopted by the Town Council of Torbay on the ___ day of _____, 2017.

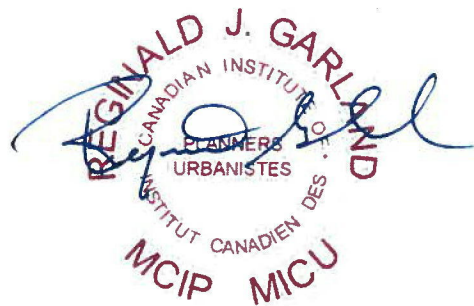
Signed and sealed this _____ day of _____, 2017.

Mayor: _____ (Council Seal)

Clerk: _____

CANADIAN INSTITUTE OF PLANNERS CERTIFICATION

I certify that the attached Town of Torbay Development Regulations Amendment No. 3, 2017, has been prepared in accordance with the requirements of the *Urban and Rural Planning Act*.



TOWN OF TORBAY
DEVELOPMENT REGULATIONS AMENDMENT No. 3, 2017

BACKGROUND

The Town of Torbay proposes to amend its Development Regulations. Council has received a proposal to develop a single residential lot at the end of Barn Marsh Road. The residential lot will be unserviced as there are no municipal services in the immediate area. The residential lot shall conform to all standards of the Residential Infill Land Use Zone Table.

The land is presently zoned as Rural on the Torbay Land Use Zone Map. The proposed amendment will re-designate land required for proposed single residential lot from **Rural** to **Residential Infill**.

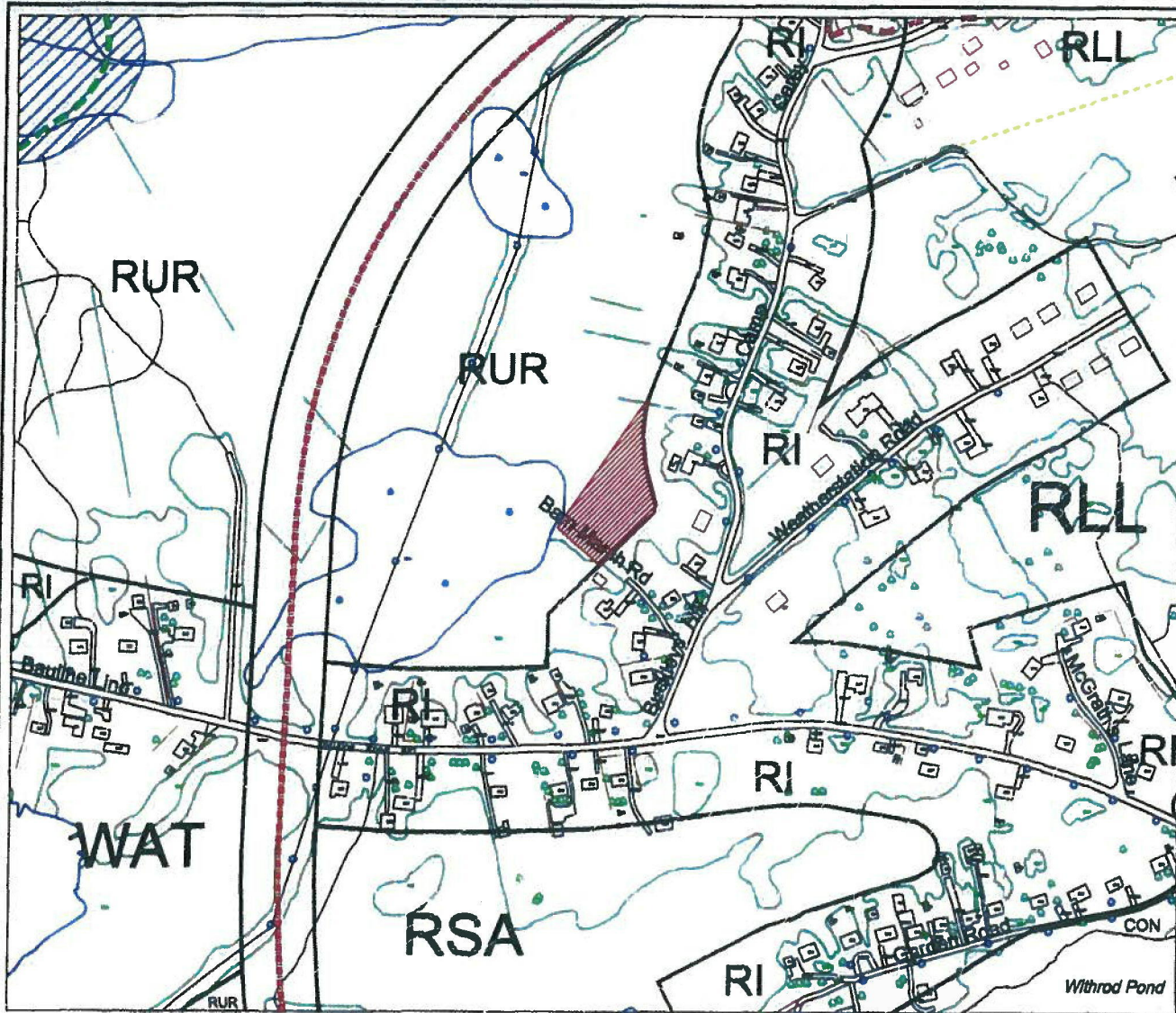
ST. JOHN'S URBAN REGION REGIONAL PLAN

The St. John's Urban Region Regional Plan Map has designated the area of the proposed Development Regulations designated as Rural. It is determined that an amendment to the St. John's Urban Region Regional Plan is required.

DEVELOPMENT REGULATIONS AMENDMENT No. 3, 2017

The Town of Torbay Development Regulations is amended by:

- A) *Changing*** an area of land from "**Rural**" to "**Residential Infill**" as shown on the attached portion of the Torbay Land Use Zone Map:



**TOWN OF TORBAY
MUNICIPAL PLAN 2015-2025**

Dated at Torbay

LAND USE ZONE MAP

This ____ Day of _____ 2017

**DEVELOPMENT REGULATIONS
AMENDMENT No. 3, 2017**

Mayor

Clerk



Area to be changed from: "Rural" to
"Residential Infill"

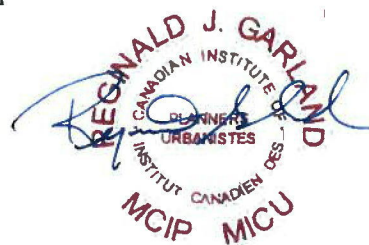
Seal

PLAN-TECH



ENVIRONMENT

Scale: 1: 5000



I certify that the attached Town of Torbay Development Regulations Amendment No. 3, 2017, has been prepared in accordance with the requirements of the Urban and Rural Planning Act.

Eastern Newfoundland Regional Appeal Board

May 10, 2016

May 15, 2017

November 15, 2017

The Eastern Newfoundland Regional Appeal Board has rescheduled the following appeal

December 8, 2017 at 9:00 a.m. at Council Chambers, City Hall, 3 Centennial Street, Mount Pearl, NL

BETWEEN	Dale Mitchell	Appellant
AND	Town of Portugal Cove-St. Philip's	Respondent
RESPECTING	council's rescinding of a permit and order to pull down, and remove the extended portion of a dwelling used for cold storage purposes at 10-12 Hilltop Lane, Portugal Cove-St. Philip's	

This notice of hearing is intended for the appellant(s) and the respondent noted above.

To confirm your attendance please contact the Secretary by phone at 729-3088, by fax at 729-0477 or by email at rcotter@gov.nl.ca .

Please note this notice will be published online at <http://www.miga.gov.nl.ca/for/decisions.html> and sent to any identified interested persons.

Yours truly,

Robert Cotter
Secretary, Newfoundland Regional Appeal Board

15-006-054-026
EASTERN NEWFOUNDLAND REGIONAL APPEAL BOARD

November 22, 2017

BETWEEN	Gavin Will	APPELLANT
AND	Town of Portugal Cove-St. Philips	RESPONDENT
RESPECTING	approval in principle permitting the subdivision of property and construction of a single dwelling at 7-9A Days' Road, PCSP	

Dear Town of Portugal Cove-St. Philips:

This is to inform you that an appeal was registered with the Eastern Newfoundland Regional Appeal Board on November 21, 2017. Enclosed is a copy of the appellant's submission appeal registered against the Town.

The Board is bound by section 42 of the *Urban and Rural Planning Act, 2000* (the "Act"), which outlines matters that the Board can hear. The Board may determine that an appeal is invalid if the matter is outside its jurisdiction. Therefore, please indicate below in the appropriate box what the decision being appealed is with respect to:

- ☐ an application to undertake a development;
- ☐ a revocation of an approval or a permit to undertake a development;
- ☐ the issuance of a stop work order; and
- ☐ a decision permitted under this or another Act to be appealed to the board.

The following information is required within **15 days** of receipt of this letter. In providing the documentation, **please check the items and return this check list along with your submission.** The information being collected for the purposes of determining and administering an appeal in accordance with Section 42(8) of the *Urban and Rural Planning Act, 2000* and the *Development Regulations (CNLR 3/01)*. **To distinguish the authority's documents, please page number the submission.**

- ☐ a letter outlining the chronological order of events that lead to the decision being appealed omitting other personal information,
- ☐ a copy of the Authority's development decision letter
- ☐ a copy of all council minutes only relating to the matter
- ☐ a location plan and zoning map indicating the proposed site and/or pictures
- ☐ a copy of the development application and any supporting information provided by the appellant/developer; do not include letters of support or objections but a statement that council considered such input if applicable
- ☐ a copy of any comments, approvals or recommendations made by any other Government department or public body
- ☐ any other relevant correspondence together with a statement outlining any further action taken by the Authority

- a list of persons (include mailing addresses) whom the Authority considers particularly affected by this decision and who should be notified

When an appeal is filed under section 42 of the *Act*, in accordance with section 45(1) of the *Act*, all work related to the development under appeal shall not proceed. Section 45(1) states:

45(1) Where an appeal is made under section 42, the development with respect to the appeal, work related to that development or an order that is under appeal shall not proceed or be carried out, pending a decision of the board.

Please take note of section 8 of the *Minister's Development Regulations, 2000*, which states:

8. (1) Immediately upon notice of the registration of an appeal the appropriate authority shall ensure that any development upon the property that is the subject of the appeal ceases.

(2) Sections 102 and 104 of the Act apply to an authority acting under subsection (1).

(3) Upon receipt of a notification of the registration of an appeal with respect to an order under section 102 of the Act, an authority shall not carry out work related to the matter being appealed.

The authority should ensure that this requirement is enforced and inform any other party that is affected.

Yours truly,

Robert Cotter, Secretary
Newfoundland Regional Appeal Board

Copy to: appellant(s).

Regional Appeal Boards
c/o Department of Municipal Affairs & Environment,
Government of Newfoundland Labrador

File #:

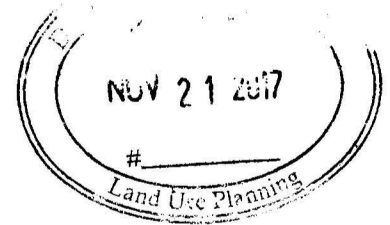
(office use only)

APPEAL SUMMARY FORM

- Your appeal and fee must be filed with the Regional Appeal Board (Attention: Robert Cotter) at the address below within the 14 day appeal period.
 - The following information is required. With this form, you **must** submit:
 - ☒ a copy or summary of the decision being appealed
 - ☒ statement outlining the grounds for your appeal
 - ☒ appeal fee \$200.00 plus HST (total \$230.00)
- In providing the documentation, please check the items indicating that they are submitted with this appeal form.

All information submitted will become part of a public appeal process.

1. (Please check one of the following) Did you,
- ☐ submit a development or building application to the Authority.
- ☐ receive an Order;
- Or, are you
- ☒ an interested third party.



2. I am appealing a decision made under (please check one)
- ☒ Town of Portugal Cove-St. Philip's Municipal Plan and Development Regulations.
- ☐ Interim Development Regulations ☐ Protected Area Plan
- ☐ Local Area Plan ☐ Highway Sign Regulations
- ☐ Protected Road Zoning Regulations ☐ S. 194 or 404 of the Municipalities Act
- ☐ S. 240 of the City of Mount Pearl / Corner Brook Acts

3. What decision are you appealing? (please check one)
- ☒ Approval ☐ Refusal
- ☐ Order ☐ Conditions of an Approval

4. What is the street address of the subject property/development? 7-9A Day's Road

5. When did the Authority make its decision?

7/11/2017

Day Month Year

6. When did you receive notification of this decision?

7/11/2017

Day Month Year

7. Please include any documentation from the authority related to the appeal.

Name: Gavin Will Telephone: [REDACTED] Fax: NA E-Mail: [REDACTED]	Mailing Address: [REDACTED]
--	-----------------------------

I certify that the information provided above is true to the best of my knowledge and belief.

Name: Gavin Will

Signature:

20/11/2017

This information is being collected for the purposes of determining and administering an appeal in accordance with Section 42(8) of the Urban and Rural Planning Act, 2000 and the Development Regulations (CNLR 3/01).

This information will be managed in compliance with the Access to Information and Protection of Privacy Act.

Summary of decision being appealed

Civic # 7-9A Days Road Reconfigure Property Boundaries & Single Dwelling Zoning: Traditional Community (TC) – Serviced

The Committee recommends that the application for Civic # 7-9A Days Road be granted approval in principle, permitting the subdivision of property and construction of a single dwelling. The Administrator recommended that this application be rejected as it does not comply with the Town's Municipal Plan & Development Regulations as it does not have frontage on a publicly maintained street as required by Development Regulation 9 (Permit Not to be Issued in Certain Cases), Development Regulation 47 (Lot Frontage), and Schedule C: Traditional Community, and the proposed dwelling would exceed the maximum front yard established in Schedule C: Traditional Community.

Grounds of Appeal of Application Approval for Civic # 7-9A Days Road, Town of Portugal Cove-St. Philip's

Council's decision on November 7, 2017 to reconfigure property boundaries and permit a single dwelling at 7-9A Day's Road is in contravention of the Town's Municipal Plan and Development Regulations.

Specifically:

- It does not have frontage on a publicly maintained street as required by Development Regulation 9 (Permit Not to be Issued in Certain Cases), Development Regulation 47 (Lot Frontage), and Schedule C: Traditional Community.
- The proposed dwelling would exceed the maximum front yard established in Schedule C: Traditional Community.

For these reasons, the Administrator recommended that this application be rejected.

Therefore, this appeal of the Council decision should be granted.



RECREATION & COMMUNITY SERVICES

In Attendance: Chairperson, Councilor Madonna Steward Sharpe
Councilor Johnny Hanlon
Councilor Tina Neary

Staff: Dawn Sharpe, Director of Recreation and Community Services

1. Canada 150 Commemorative Ceremony

Nick Whalen, Member of Parliament for St. John's East, will be holding a special Canada 150 Commemorative Ceremony to honor special constituents in his riding. Each municipality is asked to submit a name of someone in their community who really makes a difference; is a true community builder. It can be a person who gives back to the community, an exceptional ambassador, or someone committed to a worthy cause or advocates for others. Each recipient will receive a special certificate and a commemorative Canada 150 pin that includes a piece of the original copper from the roof of the Parliament Building. As well, we will host a ceremony to celebrate the recipients, along with Mayors and invited guests. The Town of Portugal Gove – St. Philip's has submitted Bradley Moss for this special honor. Bradley was named Volunteer of the Year at the Best of PCSP Awards in April. Further details of this event will be made available to Council as they are determined.

2. Lifestyle Centre

The Recreation Committee discussed the misconceptions that some residents have regarding the Lifestyle Centre and the steps that the Recreation Department needs to take to inform the community on this project. Next week the Recreation Department and the Facility Lead will meet for a space planning session with Vigilant Management and Power- Brown Architect. Once the concept design is completed, council will host a public meeting to discuss the next steps with the residence and also discuss an option of a regional facility. The Recreation Committee emphasized the importance of redirecting the focus from the previously presented concept plan to the current plan that is being developed.

3. 2018 Recreation and Community Services Budget

The Recreation Committee reviewed the Recreation and Community Services Budget for 2018. Committee members made some recommendations for changes and the Recreation Director will present the budget to Council on Wednesday, December 6th.



PUBLIC WORKS



Public Works Committee
November 29, 2017, 4:30pm

In attendance: Councillor Dave Bartlett, Chair
Deputy Mayor Jeff Laham
Councillor Darryl Harding
Mayor Carol McDonald
Staff: Gail Tucker, Director of Public Works
Linda Newhook, Public Works Coordinator
Chris Milley, Town Manager/Engineer

1. Civic #7 Bauline Line Extension - Water & Sewer Servicing

Committee was provided an overview of the Town's efforts to provide servicing to the civic address #7 Bauline Line Extension. Committee requested the Town Manager follow-up with the property owner designate to inquire as to whether a decision has been made with respect to servicing for the property. The Town provided the property owner designate with a full overview of available options and considerations in August 2015 and has been awaiting a response since that time.

2. Newbury Street Turning Restrictions

Committee was provided the history of the traffic study completed on Newbury Street and traffic calming measures implemented to date by the Town. An item on turning restrictions was outstanding, with staff seeking direction from Council as to next steps on this item.

Motion: Committee recommends that the Harbourside Transportation Consultants traffic report recommendation to place restrictions on the following turning movements be approved and implemented:

- 1. No left-turns from Indian Meal Line onto Blagdon Hill between 7am and 9am;**
- 2. No right-turns from Portugal Cove Road onto Newbury Street between 4pm and 6pm.**

3. Rainbow Gully Water & Sewer Servicing Tender

This tender came in over budget. Committee directed that the tender be cancelled. The project will be considered as part of budget considerations for 2018.

Motion: Committee recommends cancellation of the Rainbow Gully Water & Sewer Servicing Tender which closed on October 11, 2017.



4. Loader Tender PCSP-2017-005

This tender came in over budget and staff recommended cancelling the tender. Tendering for the purchase of a new loader is expected to be revisited in 2018.

Motion: Committee recommends cancellation of tender PCSP-2017-005 for the purchase of one (1) Front End Loader.

5. Loader Rental

Staff requested approval to undertake the rental of an additional loader under the 2016 Loader Rental Tender for a five (5) month period. This tender allows for the addition of up to two (2) additional loaders to the rental agreement. The monthly rental rate for this loader is \$7,350 taxes included. This will result in the Town having three (3) loaders under rental.

Motion: Committee recommends the approval of an additional loader rental for a five (5) month period for the 2017-2018 snow season at a monthly rental rate of \$7,350 taxes included.

6. Staffing Follow-Up

Outstanding staffing items were raised and referred to the upcoming Committee of the Whole meeting.

Discussion Items

- 7. Parking Lot Connectivity – Town Hall** – Committee requested that staff look at options for pedestrian connectivity between the Fire Hall parking lot and the Town Hall rear parking lot. During Town events, such as the recent Christmas Tree lighting, it was evident that a pathway between the two areas would be beneficial. Staff indicated this item would be considered during the 2018 construction season.



ECONOMIC DEV., MARKETING, COMMUNICATIONS & TOURISM

- No meeting held -



PROTECTIVE SERVICES



Protective Services Committee

Monday, November 27, 2017

4:00PM

IN ATTENDANCE: Councilor Johnny Hanlon, Committee Chair
Councilor Tina Neary
Councilor Dave Bartlett
Heather Coughlan, Employee & Public Relations Administrator
Fred Hollett, Co-Chief – Volunteer Fire Department
Peter Morey, Commissionaires NL (Item #1)

1. Commissionaires – Municipal Enforcement

The Committee reviewed the report as provided by the Municipal Enforcement Officer. This report has been tabled as Appendix A.

The Municipal Enforcement Officer picked up all three signs and has delivered them to the Town Hall. The Committee discussed possible locations with the greatest visibility for the Crime Stoppers signs. Councilor Bartlett will bring this to the Public Works Committee for further recommendations.

Councilor Neary made note of the excessive number of vehicles parked on the roadside along Hardings Hill in proximity to a mechanic business. These vehicles are interfering with line of sight and creating safety issues. The MEO will make contact with the business owner to address this issue.

2. FES Updates

- The Chiefs presented a template for reporting to the Committee. All agreed the format was comprehensive. The template encompasses the two week period prior to the Committee meeting.

Responses: 8

- 1 RTA (Road Traffic Accident) – Portugal Cove Road at boundary with St. John's Regional Fire Dept.
- 6 Medical – nature of calls: infant breathing, suicide, attempted suicide, head injury, breathing, heart attack
- 1 Vehicle / trailer fire

Training:

- November 20th – pump operations
- November 27th – vehicle extrication, piercing nozzle, ice auger, review structure fire on Nov. 20th

Other Activity: presentation to Spark's at Station 2, PCSPi new school walk a thon, presentation in conjunction with Recreation to Rainbow 50+ group on Senior's Fall's and Fire Prevention

Acquisition Request: 10 SCBA cylinders. The background information and rationale have been tabled as Appendix B. As per the tabled report, the Committee puts forward the following:

MOTION: The Committee recommends the Town purchase 10 SCBA cylinders to be acquired from Acklands Grainger for a total of \$15,531.00 +HST.

3. SafePCSP

The Report Unsafe Driving rack cards have been printed for the SafePCSP community group and will be distributed at the Annual Christmas Parade.

Protective Services Committee
APPENDIX A: TABLED MEO REPORT

Protective Services Committee:

Municipal Enforcement Report:

November 27, 2017

- Crime Stoppers have signs, 3 available. Where to install?
- Dogs off leash in parks, increase in activity.
- Encountering resistance from vehicles by refusing to leave some areas.

Upcoming:

-Animal Protection Enforcement Training December 4th – 8th

APPENDIX B: TABLED FIRE DEPARTMENT ACQUISITION REQUEST

SCBA cylinder acquisition

November 27, 2017

Background; The FD currently has 30 SCBA (self-contained breathing apparatus) cylinders acquired with the new breathing apparatus several years ago. The cylinders are filled by the FD after each use.

The time to fill an excessive number of cylinders can be lengthy, and subject to the time of the fire keeps firefighters at the station for an excessive period of time. Sometimes late at night or early hours of the morning.

In the 2016 budget considerations, the idea of adding another bank of large storage cylinders was considered for the compressor. This only provides more air **in storage** at the station, and does not reduce the filling time for SCBA cylinders. The quoted price in 2016 to add to add an additional bank to the compressor was \$15,000.00.

Current status; On reconsideration of the situation related to adding to the compressor bank and the filling of cylinders, it is the opinion of the chiefs that the addition to the compressor bank be suspended and the funds be utilized to acquire additional 10 spare cylinders. The spare cylinders can be held at the stations and be placed in service upon return from a fire situation. This then provides the opportunity for the empty cylinders to be filled the next day, by persons available to do so.

Further subject to the fire situation, the station spare cylinders can be quickly transported to the fire scene for use.

Recommendation: That the idea of adding to the compressor bank be dispensed and additional spare cylinders be acquired. Adequate funds are available in the 2017 budget line 6510-2100

Motion: that the town purchase 10 SCBA cylinders, to be acquired from Acklands Grainger. Total acquisition \$15,561.00 + HST

(Note: this is a sole source provider as Acklands Grainger are the only retailer in the province for **MSA** SCBA cylinders. The FD has in service MSA breathing apparatus and an alternative cylinder cannot be used as a substitute).



ADMINISTRATION & FINANCE



Administration & Finance Committee Report
November 27th, 2017 – 4:00 p.m.

In attendance: Chairperson, Deputy Mayor Laham
Councillor Harding
Councillor Stewart Sharpe
Mayor McDonald

Staff: Chris Milley, Town Manager /Engineer
Tony Pollard, Director of Financial Operations
Claudine Murray, Deputy Town Clerk

1. Accounts for Payment

MOTION: Committee recommends that Council approve payment of regular accounts in the amount of \$63,016.03 and capital accounts in the amount of \$520,286.35 for a total of \$583,302.38.

2. Meadow Heights Change Order

Committee discussed a change order for extra costs related to a change in rock condition contrary to the Geotechnical Report. The extra hours are based on down time for workers and subsequent equipment during rock busting operations. As a result, the Committee resolved the following motion:

MOTION: Resolved that Council approve change order number 009 for project number 1612-2, Meadow Heights Sanitary Sewer Servicing project, increasing the amount of the contract by \$119,624.76 plus HST.

3. Drovers Heights

Committee will defer discussion of the Drovers Heights project until the budget groundwork is complete and the Committee can better understand financing options, Town debt and available Town funds.

Accounts for Payment - November 28, 2017

REGULAR ACCOUNTS:

S0036864	11/1/2017	A. Harvey & Company Ltd. 296.79 tons of road salt	\$	37,168.49
17119	11/17/2017	Grand Concourse Authority Trail maintenance - final payment	\$	9,761.34
463	11/6/2017	Mercer's Paving Inc. Road repairs-Boker Pl, Mitchells Rd, School Rd	\$	10,336.20
181208	11/17/2017	Triware Technologies Inc. Computer support	\$	5,750.00
TOTAL REGULAR ACCOUNTS:			\$	<u>63,016.03</u>

CAPITAL ACCOUNTS:

393710	9/6/2017	EXP Services Inc. Portugal Cove Sidewalks	\$	7,109.43
15401982	11/3/2017	Kent Building Supplies Supply & install siding on Town Office bldg	\$	24,982.60
DBHSidewalksHoldback	11/14/2017	Modern Paving Ltd. Dogberry Hill Rd/Thorburn Rd sidewalks-Holdback release	\$	73,474.19
pymt#3MeadowHgts	11/10/2017	Pyramid Construction Ltd. Meadow heights sanitary sewer servicing	\$	408,701.93
PCSP-1635-WP1-A2-02	10/31/2017	Tract Consulting Inc. municipal plan amendment - maggies place	\$	6,018.20
TOTAL CAPITAL ACCOUNTS:			\$	<u>520,286.35</u>
GRAND TOTAL:			\$	583,302.38

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Number	Issued	Amount	SC	Status	Status Date
046350	11/10/2017 Adrian Green (of BGTV)	2,500.00	A/P	OUT-STD	11/10/2017
	Xmas17 filing/community promotion	2,500.00			
046351	11/10/2017 Afonso Group	977.50	A/P	OUT-STD	11/10/2017
	21154 1 set manhole grabs - inventory	977.50			
046352	11/10/2017 Amy Julien-Fowler	297.00	A/P	OUT-STD	11/10/2017
	Soccer soccer canteen	297.00			
046353	11/10/2017 Atlantic Cash & Carry	256.97	A/P	OUT-STD	11/10/2017
	34702021176635 Supplies for guy fawkes night	256.97			
046354	11/10/2017 Benson Buffett	7,409.22	A/P	OUT-STD	11/10/2017
	76486 legal fees-tax matter	4,630.76			
	76487 murrays pond dev infrastructure conveyanc	2,778.46			
046355	11/10/2017 Bugden Signs	28.75	A/P	OUT-STD	11/10/2017
	36201 corex- christmas parade supplies	28.75			
046356	11/10/2017 Canadian Linen & Uniform Service	71.45	A/P	OUT-STD	11/10/2017
	6500297651 mat rental	71.45			
046357	11/10/2017 Carl Thibault	74.53	A/P	OUT-STD	11/10/2017
	17-013 intake screen	74.53			
046358	11/10/2017 Corporate Express	214.43	A/P	OUT-STD	11/10/2017
	45759036 Mayor's Stamp	42.54			
	45764290 laminator pouches	159.85			
	45847710 phone stand	12.04			
046359	11/10/2017 Emco Supply	2,407.02	A/P	OUT-STD	11/10/2017
	12611294-00 Pipe, curb stop, boxes, rods for Voisey Broc	949.39			
	12614679-00 VALVE RISERS	1,457.63			
046360	11/10/2017 EXP. Services Inc.	1,913.15	A/P	OUT-STD	11/10/2017
	400666 dev application review-town	58.65			
	400669 broad cove ridge subdivision-insolvency	1,192.38			
	400670 healeys pond intersection	387.27			
	400671 west point rd - dev application review	274.85			
046361	11/10/2017 Flower Studio	506.00	A/P	OUT-STD	11/10/2017
	116631 wreath for remembrance day town/FD	506.00			
046362	11/10/2017 Frederick Hollett	1,408.75	A/P	OUT-STD	11/10/2017
	Oct29-Nov4 fd consultation - Oct29-Nov4	1,408.75			
046363	11/10/2017 Irving Oil Limited	1,796.16	A/P	OUT-STD	11/10/2017
	835245 Gas	1,796.16			
046364	11/10/2017 Krista Holden	450.00	A/P	OUT-STD	11/10/2017
	Oct17 Adult fitness classes - Oct17	450.00			
046365	11/10/2017 Mandy Young	108.95	A/P	OUT-STD	11/10/2017
	NEART reimb-supplies for NEART event	108.95			
046366	11/10/2017 Micmac Fire & Safety Source Ltd.	1,794.00	A/P	OUT-STD	11/10/2017
	NL-00846849 class a foam-FD	655.50			
	NL-00846850 Piercing Nozzles	1,138.50			
046367	11/10/2017 Moses Tucker	946.81	A/P	OUT-STD	11/10/2017
	MNL Conv travel claim-MNL conv	946.81			
046368	11/10/2017 Myrtle Tucker	500.00	A/P	OUT-STD	11/10/2017
	2018 Electrical supply to North Point WS	500.00			
046369	11/10/2017 Norman Collins	845.45	A/P	OUT-STD	11/10/2017
	MNL Conv travel claim-MNL conv	845.45			

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046370	11/10/2017	Richard Murphy	1,437.50	A/P	OUT-STD	11/10/2017
	Oct30-Nov5	Fd consultations - Oct30-Nov5	1,437.50			
046371	11/10/2017	Valero Energy Inc.	3,699.76	A/P	OUT-STD	11/10/2017
	4111491972	Diesel	1,865.53			
	4111550652	diesel	1,834.23			
046372	11/10/2017	Vigilant Management Inc.	4,325.48	A/P	OUT-STD	11/10/2017
	1049	Water metering	610.94			
	1050	Water loss program	28.75			
	1052	Lifestyle center	43.13			
	1053	Newbury Street walkway	129.38			
	1054	Town Depot - planning	1,280.82			
	1055	Healeys Pond Cres	2,103.08			
	1056	Nearys Pond Rd	129.38			
046373	11/10/2017	Royal Garage Limited	1,645.65	A/P	OUT-STD	11/10/2017
	24647	Unit #49 - pads and rotars	1,087.90			
	842208	Unit #49 1 rotar & pads - rear	557.75			
046374	11/10/2017	Gary Gladney	500.00	G/L	OUT-STD	11/10/2017
	3513-0000	Pavement Cut refund Gary Gladney	500.00			
046375	11/10/2017	Flynn, Alan	800.00	A/R	OUT-STD	11/10/2017
046376	11/10/2017	Austin's Contracting,	400.00	A/R	OUT-STD	11/10/2017
046377	11/10/2017	Strong, Jim	400.00	A/R	OUT-STD	11/10/2017
046378	11/10/2017	Mak, Lawrence and Mary Neville	400.00	A/R	OUT-STD	11/10/2017
046380	11/16/2017	Action Car & Truck Accessories	2,818.79	A/P	OUT-STD	11/16/2017
	10263255	high sided truck boxes - unit 41	2,818.79			
046381	11/16/2017	Automotive Supplies (1985) Ltd	280.35	A/P	OUT-STD	11/16/2017
	145416	oil filters, case 5w30, case 0032	280.35			
046382	11/16/2017	Babb Lock & Safe Company Ltd.	97.75	A/P	OUT-STD	11/16/2017
	108909	padlock for parks	32.20			
	109057	padlocks for gates	65.55			
046383	11/16/2017	Becky Mercer	90.00	A/P	OUT-STD	11/16/2017
	Nov6-15	Tutoring - Nov6-15	90.00			
046384	11/16/2017	Bell Mobility Inc. (Radio Division)	293.25	A/P	OUT-STD	11/16/2017
	2-1002345	Unit #36 radio repairs	293.25			
046385	11/16/2017	Big Erics Inc.	400.64	A/P	OUT-STD	11/16/2017
	60372	Inventory & Supplies for Buildings	400.64			
046386	11/16/2017	CarQuest Auto Parts	313.25	A/P	OUT-STD	11/16/2017
	2961-228857	Unit #40 gallon paint and galvanized gravel	313.25			
046387	11/16/2017	Coastline Specialties Ltd.	57.50	A/P	OUT-STD	11/16/2017
	6209	Specialty socket for playground equipment	57.50			
046388	11/16/2017	Corporate Express	151.59	A/P	OUT-STD	11/16/2017
	45919866	file partitions	151.59			
046389	11/16/2017	East-Chem Inc.	366.57	A/P	OUT-STD	11/16/2017
	015306701	line chaulk	366.57			
046390	11/16/2017	East Coast Hydraulics	77.17	A/P	OUT-STD	11/16/2017
	0000039315	Unit #22 - hydraulic hose and fitting	77.17			
046391	11/16/2017	Eastcan Fire Trucks Inc.	1,671.23	A/P	OUT-STD	11/16/2017
	3341	Service the midship pumps on Engine 1&2	1,671.23			
046392	11/16/2017	E C Boone	1,247.75	A/P	OUT-STD	11/16/2017
	14149	remove sign and inspect and store	1,247.75			

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046393	11/16/2017	Frederick Hollett	1,380.00	A/P	OUT-STD	11/16/2017
	Nov5-11	FD consultations Nov5-11	1,380.00			
046394	11/16/2017	GCR Tire Centers	234.54	A/P	OUT-STD	11/16/2017
	931-63167	Replace tire, mount, install Unit #38	234.54			
046395	11/16/2017	Harvey & Company Limited	375.82	A/P	OUT-STD	11/16/2017
	1040573	fuel filter,air filter,oil	375.82			
046396	11/16/2017	Home Depot	136.01	A/P	OUT-STD	11/16/2017
	0463645	paint brush, handle, pan	71.70			
	9451013	Gallon trim clad, screws	64.31			
046397	11/16/2017	IBS of Atlantic Provinces	16.56	A/P	OUT-STD	11/16/2017
	60015668	batteries	16.56			
046398	11/16/2017	Image 4 Printing & Design Inc.	999.35	A/P	OUT-STD	11/16/2017
	18173	budget rack cards	999.35			
046399	11/16/2017	Irving Oil Limited	1,280.30	A/P	OUT-STD	11/16/2017
	733147	Gas	1,280.30			
046400	11/16/2017	Keep Cool Refrigeration & A/C Ltd.	1,450.96	A/P	OUT-STD	11/16/2017
	W11475	maint to cooler at rainbow gully park bldg	1,450.96			
046401	11/16/2017	Kent Building Supplies	826.59	A/P	OUT-STD	11/16/2017
	15397504	Oak chair railing for Council Chambers	389.87			
	15399375	2 sheets of plywood for rec for tree lighting	111.32			
	1696248	24 bags - salt and ice melter	366.11			
	1696256	ice melter	325.40			
	1696296	ice melter	325.40			
	23199	refund-ice melter	-366.11			
	23202	refund-ice melter	-325.40			
046402	11/16/2017	McLoughlan Supplies Ltd.	32.09	A/P	OUT-STD	11/16/2017
	1020360	ballast & bulb for wwtp st. p	32.09			
046403	11/16/2017	Mr. Rooter Plumbing	417.06	A/P	OUT-STD	11/16/2017
	207062966	Fix plumbing in sink in Rainbow Gully	417.06			
046404	11/16/2017	Newfound Disposal Systems Ltd.	158.77	A/P	OUT-STD	11/16/2017
	00000522893	paper shredding - election	158.77			
046405	11/16/2017	North Atlantic Supplies Inc.	480.70	A/P	OUT-STD	11/16/2017
	53570	Rain gear and safety vests - Charlie & Terry	480.70			
046406	11/16/2017	Overhead Door Company	483.00	A/P	OUT-STD	11/16/2017
	57637	repairs to overhead doors at FD	483.00			
046407	11/16/2017	Parts for Trucks	3,305.49	A/P	OUT-STD	11/16/2017
	40401236-00	2 brake drums 2 sets shoes, 4 glad hands u	448.22			
	40401320-00	rags, brake drums, shoes unit #40	730.34			
	40401725-00	starter for Unit #38	482.78			
	40401874-00	strobe lights- unit 49, maint supplies-invent	522.40			
	40401966-00	reflective striping, clamps	99.42			
	40401994-00	2 reverse lights unit #32 with wiring kits, + r	453.73			
	40402135-00	Unit #40 - 2 brake chambers 1 slack adjuste	356.88			
	40402194-00	led lights, volt meter	211.72			
046408	11/16/2017	Pik-Fast Express Inc.	27.60	A/P	OUT-STD	11/16/2017
	DC-1508	courier service	27.60			
046409	11/16/2017	Quality Truck & Trailer Repairs	3,024.01	A/P	OUT-STD	11/16/2017
	010054	MVI Unit #48-replace windshield,brake drun	1,873.88			
	010066	MVI Unit #48	474.95			

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	010082	MVI Freightliner Unit #40	675.18			
046410	11/16/2017	Richard Murphy	1,581.25	A/P	OUT-STD	11/16/2017
	Nov6-12	FD Consultations Nov6-12	1,581.25			
046411	11/16/2017	SaltWire Network Inc.	309.12	A/P	OUT-STD	11/16/2017
	TM00005741	dic use ad - 1435-1437pcove rd	309.12			
046412	11/16/2017	SME	460.00	A/P	OUT-STD	11/16/2017
	44214	storage container rental	460.00			
046413	11/16/2017	St. John's Asphalt & Aggregate Inc.	919.56	A/P	OUT-STD	11/16/2017
	002848	class a gravel	919.56			
046414	11/16/2017	Tina Scott	72.27	A/P	OUT-STD	11/16/2017
	reimb-seniors	reimb-seniors fire prevention event supplies	72.27			
046415	11/16/2017	VitalAire	19.80	A/P	OUT-STD	11/16/2017
	3083247	monthly lease-oxygen cylinder	19.80			
046416	11/16/2017	Wolseley Canada Inc.	494.50	A/P	OUT-STD	11/16/2017
	6020139	Culvert 12" and joiners x2	494.50			
046417	11/16/2017	Matthews, Jeffrey and Troy Parsons	400.00	A/R	OUT-STD	11/16/2017
046418	11/16/2017	Stone, Frank and Sharon Hynes	1,321.12	A/R	OUT-STD	11/16/2017
046420	11/22/2017	UPS Canada Ltd.	291.00	A/P	OUT-STD	11/22/2017
	FDRobotronics	Customs on FD Sparky Costume	291.00			
046421	11/24/2017	Adam Burry	1,000.00	G/L	OUT-STD	11/24/2017
	3513-0000	Pavement Cut refunds Adam Burry	1,000.00			
046422	11/24/2017	Justin Tucker	500.00	G/L	OUT-STD	11/24/2017
	3513-0000	Pavement Cut refund Justin Tucker	500.00			
046423	11/24/2017	Christopher & Lucas, T. Smith	500.00	G/L	OUT-STD	11/24/2017
	3513-0000	SMITC001 Pavement Cut refund Christoph	500.00			
046424	11/24/2017	Danielle Sharpe	500.00	G/L	OUT-STD	11/24/2017
	3513-0000	Pavement Cut refund Danielle Sharpe	500.00			
046425	11/24/2017	Municipal Assessment Agency	120.00	A/P	OUT-STD	11/24/2017
	Dec1	seminar Dec1-J.Donkers,C.Murray,P.Ozon	120.00			
046426	11/24/2017	Benson Buffett	6,655.97	A/P	OUT-STD	11/24/2017
	76072	legal fees-820B St. Thomas Line	6,655.97			
046427	11/24/2017	Cancoppas	8,401.90	A/P	OUT-STD	11/24/2017
	6721	TSS Sensors PCove Plant Train 1	8,401.90			
046428	11/24/2017	City of St. John's	43,828.76	A/P	OUT-STD	11/24/2017
	14641	landfill use Oct17	11,519.57			
	RW 201710-4	water consumption Oct17	32,309.19			
046429	11/24/2017	EXP. Services Inc.	15,283.50	A/P	OUT-STD	11/24/2017
	399861	Rainbow gully park - water & sewer	5,853.50			
	399889	portugal cove rd sidewalks	9,430.00			
046430	11/24/2017	Farrell's Excavating Ltd.	149,732.66	A/P	OUT-STD	11/24/2017
	claim#4Nearys	Claim#4 Nearys Pond	149,732.66			
046431	11/24/2017	Grand Concourse Authority	86,911.77	A/P	OUT-STD	11/24/2017
	17053	claim#3 rainbow gully soccer field ext and li	86,911.77			
046432	11/24/2017	Vigilant Management Inc.	7,328.37	A/P	OUT-STD	11/24/2017
	1051	Meadow Heights	7,328.37			
046433	11/24/2017	Weir's Construction Ltd.	20,876.99	A/P	OUT-STD	11/24/2017
	claim#1Healeys	Claim#1 Healeys Pond intersection	20,876.99			
046434	11/24/2017	Xylem Canada Compnay	8,120.54	A/P	OUT-STD	11/24/2017
	3558285722	pump repairs St Philips lift stn	8,120.54			

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046435	11/24/2017 Weir's Construction Ltd. 250140 1188.1 tons winter sand	25,276.83 25,276.83	A/P	OUT-STD	11/24/2017
046436	11/24/2017 Atlantic Cash & Carry 34702231179609 supplies for jersey day	113.47 113.47	A/P	OUT-STD	11/24/2017
046437	11/24/2017 Automotive Supplles (1985) Ltd 148170 Unit #41 - front rotars and pads	268.30 268.30	A/P	OUT-STD	11/24/2017
046438	11/24/2017 Avalon Ford 432555 Oil & Filter (Unit 47)	41.96 41.96	A/P	OUT-STD	11/24/2017
046439	11/24/2017 Benson Buffett 76681 Tax matter 76682 murrays pond development - infrastructure 76684 acquisition of 3 parrott pl 76685 Misc legal fees 76686 Land Claim 76687 review water & sewer regulations 76688 right of way pruchase-IML	4,379.04 1,628.31 997.40 50.72 568.14 50.72 443.77 639.98	A/P	OUT-STD	11/24/2017
046440	11/24/2017 Canadian Linen & Uniform Service 6500298818 mat rental 6500300025 mat rental	142.90 71.45 71.45	A/P	OUT-STD	11/24/2017
046441	11/24/2017 CanOps Distribution Centre 1071 2 2017 fire prevention kits	1,021.20 1,021.20	A/P	OUT-STD	11/24/2017
046442	11/24/2017 Carol McDonald Reimb-J.LahamFlight Reimb-J.Laham flight MNL conf Travel Claim-MNL Travel expense claim-MNL conf	1,481.64 445.34 1,036.30	A/P	OUT-STD	11/24/2017
046443	11/24/2017 Chris Neary Travel-training travel expense - training	27.09 27.09	A/P	OUT-STD	11/24/2017
046444	11/24/2017 Construction Signs 35224 road signs	460.00 460.00	A/P	OUT-STD	11/24/2017
046445	11/24/2017 Corporate Express 45933489 ink, paper, office supplies 45942408 magazine files-library 45999646 toner, notebooks,markers	1,110.75 379.45 64.17 667.13	A/P	OUT-STD	11/24/2017
046446	11/24/2017 Dicks & Company Ltd. A824780 minute books	442.74 442.74	A/P	OUT-STD	11/24/2017
046447	11/24/2017 Don G. Ross 210702/WO/YS payment hearing - collection expense	150.00 150.00	A/P	OUT-STD	11/24/2017
046448	11/24/2017 Dwayne Abbott Nov6-10 mileage claim-Nov6-10 Oct16-20 mileage claim-Oct16-20 Oct23-27 mileage claim-Oct23-27 Oct2-6 mileage claim-Oct2-6 Oct30-Nov3 mileage claim-Oct30-Nov3 Oct9-13 mileage claim-Oct9-13 Sept26-30 mileage claim-Sept26-30	844.60 119.72 118.49 118.90 109.47 136.12 127.51 114.39	A/P	OUT-STD	11/24/2017
046449	11/24/2017 East Coast Hydraulics 0000039418 hose & fitting for unit #49 0000039419 excavator - hose and oil	191.45 33.70 157.75	A/P	OUT-STD	11/24/2017
046450	11/24/2017 Eastern Medical Supplies Ltd. 0000276569 3 AED button covers,4 AED adult pads,4 P	1,049.95 1,049.95	A/P	OUT-STD	11/24/2017

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046451	11/24/2017 Elyse Sparkes PettycashNov17 reimb library petty cash	137.65 137.65	A/P	OUT-STD	11/24/2017
046452	11/24/2017 Executive Coffee 0000188810 coffee, creamers	138.19 138.19	A/P	OUT-STD	11/24/2017
046453	11/24/2017 EXP. Services Inc. 393692 rainbow gully park - water and sewer	993.60 993.60	A/P	OUT-STD	11/24/2017
046454	11/24/2017 Frederick Hollett Nov12-18 FD Consultation Nov12-18 reimb-supplies reimb-FD supplies	1,867.42 1,437.50 429.92	A/P	OUT-STD	11/24/2017
046455	11/24/2017 GCR Tire Centers 931-63709 Repairs to Unit #48 931-63710 6 snow tires (Unit49) 1952.36 (afe rtax)	2,004.05 51.69 1,952.36	A/P	OUT-STD	11/24/2017
046456	11/24/2017 Home Depot 4462915 electric cord,wall mount 4463242 rollar refills, paint tray liners, cylicone 5463790 tub plaster, door stops 9462741 materials to build ticket booth-rec OAC-044 open credit	196.84 50.71 55.53 23.37 80.90 -13.67	A/P	OUT-STD	11/24/2017
046457	11/24/2017 Imprint Specialty Promotions 151560 tags-FD	40.25 40.25	A/P	OUT-STD	11/24/2017
046458	11/24/2017 Jeff Laham MNL Conf17 travel expense MNL conference Nov2-5	721.23 721.23	A/P	OUT-STD	11/24/2017
046459	11/24/2017 Kenna Pennell Oct19-Nov16 Tutoring Oct19-Nov16	520.00 520.00	A/P	OUT-STD	11/24/2017
046460	11/24/2017 Kent Building Supplies 15408181 chain, eyebolts, end caps - for treatment pla 15413478 4pcs 2x4, 6pcs 2x3 - rec events	85.64 46.68 38.96	A/P	OUT-STD	11/24/2017
046461	11/24/2017 Michael Stone Mileage Aug31-Nov21 mileage claim Aug31-Nov21	204.67 204.67	A/P	OUT-STD	11/24/2017
046462	11/24/2017 Neopost Canada 6178327 postage meter lease	173.99 173.99	A/P	OUT-STD	11/24/2017
046463	11/24/2017 Northeast Avalon Times 5928 Nov ads-dis use ad,election ad	1,495.00 1,495.00	A/P	OUT-STD	11/24/2017
046464	11/24/2017 Nortrax 863385 repairs to unit #53	1,681.95 1,681.95	A/P	OUT-STD	11/24/2017
046465	11/24/2017 Parts for Trucks 40401844-00 air dryer - for unit #40 40402109-00 6 sleeves cotton gloves for inventory, retrac	978.25 569.48 408.77	A/P	OUT-STD	11/24/2017
046466	11/24/2017 Pinnacle Office Solutions 127572 copier maint	249.22 249.22	A/P	OUT-STD	11/24/2017
046467	11/24/2017 PMA 3965 Registration - Avalon Regional training - C.I	74.75 74.75	A/P	OUT-STD	11/24/2017
046468	11/24/2017 Recreation NL 171-2018 2018 Membership renewal	175.00 175.00	A/P	OUT-STD	11/24/2017
046469	11/24/2017 Richard Murphy Nov13-19 FD consultation Nov13-19	402.50 402.50	A/P	OUT-STD	11/24/2017
046470	11/24/2017 Rogers Payment Centre Nov17 cable FD nov17	106.35 106.35	A/P	OUT-STD	11/24/2017
046471	11/24/2017 SaltWire Network Inc.	309.12	A/P	OUT-STD	11/24/2017

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of Portugal Cove-St.Philips
BNK1 - BNS CURRENT ACCT
 Cheques from 000001 to 046483 dated between 11/09/2017 and 11/27/2017

CHEQUE REGISTER

Printed: 10:05:22AM 11/27/2017

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Number	Issued		Amount	SC	Status	Status Date
	TM00006125	Dis use ad-52 Dans Rd	309.12			
046472	11/24/2017	Source Atlantic	187.68	A/P	OUT-STD	11/24/2017
	2740161	48 Pairs Garbage Gloves - Superior Glove #	187.68			
046473	11/24/2017	St. John Ambulance	680.00	A/P	OUT-STD	11/24/2017
	I-NL-019659	babysitting course	680.00			
046474	11/24/2017	Telus	2,001.33	A/P	OUT-STD	11/24/2017
	Cells Nov17	cells nov17	2,001.33			
046475	11/24/2017	Terra Nova Motors Ltd.	49.25	A/P	OUT-STD	11/24/2017
	356079	Door Check (Unit 51)	49.25			
046476	11/24/2017	Triware Technologies Inc.	3,267.15	A/P	OUT-STD	11/24/2017
	181168	UPS	747.50			
	181171	ruckus wireless	2,519.65			
046477	11/24/2017	Valero Energy Inc.	2,655.70	A/P	OUT-STD	11/24/2017
	4111563561	Furnace oil	772.48			
	4111563562	Diesel	1,883.22			
046478	11/24/2017	Wolseley Canada Inc.	77.41	A/P	OUT-STD	11/24/2017
	6042828	thermostats, heat pump filters	77.41			
046479	11/24/2017	Chris Milley	200.00	A/P	OUT-STD	11/24/2017
	Oct17	TRAVEL ALLOWANCE	200.00			
046480	11/24/2017	Gail Tucker	200.00	A/P	OUT-STD	11/24/2017
	Oct17	TRAVEL ALLOWANCE	200.00			
046481	11/24/2017	Tracy Simmons	404.20	A/P	OUT-STD	11/24/2017
	reimb-pcNov17	petty cash-library,office supplies,collection e	404.20			
046482	11/24/2017	Rob Dowden	475.00	A/P	OUT-STD	11/24/2017
	2017	Annual dinner and dance DJ	475.00			
Cheque Totals Issued:			475,993.61			
Void:			0.00			
Total Cheques Generated:			475,993.61			
Total # of Cheques Listed:			131			

* - Partial payment was made on Invoice

** - Name on Check was modified



CORRESPONDENCE

No Council correspondence was received
for the period of November 20 to December 1, 2017



NEW/GENERAL/ UNFINISHED BUSINESS



AGENDA ITEMS/ NOTICE OF MOTIONS