



TOWN OF PORTUGAL COVE-ST. PHILIP'S
 December 5, 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
		Dawn Sharpe
		Les Spurrell
Deputy Town Clerk	Claudine Murray	
Town Manager/Engineer		
Recreation & Community Service		
Planning Technician		

Mayor McDonald called the meeting to order, welcomed the gallery of 20 persons in attendance.

DELEGATIONS/PRESENTATIONS

- None for this meeting

ADOPTION OF AGENDA

Motion: Hanlon/Bartlett
 2017-508 Resolved that the Agenda dated December 5, 2017, be adopted as circulated.
 Carried Unanimously

ADOPTION OF MINUTES

Motion: Bartlett/Hanlon
 2017-509 Resolved that the minutes of November 21, 2017 be adopted as circulated.
 Carried Unanimously

BUSINESS ARISING

1. Meetings over last 2 weeks

- TM and Director of Public Works had meeting with Harbourside Engineering on November 22 regarding municipal insight into a traffic study being prepare for the Province in the area of the Ferry terminal.
- TM, Director of Finance and a number of councillors met with DMAE and Vigilant Management on November 22 regarding strategy for halting the residential water metering project and deferring the funds in accordance with recent notice of motion.

- TM, Director of Finance, and Director of Economic Development presented at the public budget meeting on November 22 where council was present to here input from residents. Two community groups and an individual provided council and residents with their own presentation for their consideration.
- The Deputy Town Clerk and representative of the OIPC hosted an ATIPPA training session for the council as well as members of council and staff from other Killick Coast towns on November 23. The information was focused on how Municipalities are impacted by the legislation.
- TM and Planning Coordinator met on November 29 with a resident regarding a property subdivision solution that would be mutually beneficial for the Town's operations.
- TM, Director of Finance and a number of councillors met with the awarded meter contractor and Vigilant Management on November 29 regarding negotiations for halting the residential water metering project and deferring the funds in accordance with recent notice of motion and as follow up to meeting with DMAE on 22nd.
- TM had to cancel on a training session with the Planning coordinator put off by Newfoundland and Labrador Association of Professional Planners on Planning for an age supportive community. The Coordinator brought back information showing that recent initiatives suggests we are on the right track for responding to pressures related to an aging population.
- Council hosted three community groups last night to learn about their mandate ahead of setting this year's budget. The groups that presented to Council were Citizens for Fairness, Hiking and Walking, and the Agriculture Group

COMMITTEE REPORTS

Planning & Development Committee Report of November 27, 2017– presented by Councillor Harding

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

Motion: Harding/Laham

2017-510 Resolved 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.

Carried Unanimously

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

Motion: Harding/Laham

2017-511 Resolved that the application to construct a single dwelling at Civic # 201A Beachy Cove Road be rejected as per Appendix A: Tabled Report.

Carried For: Mayor McDonald, Deputy Mayor Laham, Clr. Bartlett, Clr. Harding, Clr. Neary, Clr. Stewart Sharpe

Against: Clr. Hanlon

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

Motion: Harding/Bartlett
2017-512 Resolved that the application to subdivide property at Civic # 1583-1589 Portugal Cove Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

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

Motion: Harding/Hanlon
2017-513 Resolved 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.

Carried Unanimously

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: Harding/Bartlett
2017-514 Resolved that Council forward correspondence to the Town of Torbay stating that they have no concerns with the proposed amendment.

Carried Unanimously

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: Harding/Laham
2017-515 Resolved 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.

Carried Unanimously

7. 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.

8. Permits Issued

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

Recreation & Community Services Committee for November 29, 2017 – presented by Councillor Stewart Sharpe

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 Cove – 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 Committee Report for November 29, 2017 – presented by Councillor Bartlett

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: Bartlett/Harding
2017-516 Resolved that 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.
 Carried For: Mayor McDonald, Deputy Mayor Laham, Clr. Bartlett, Clr. Harding, Clr. Neary, Clr. Stewart Sharpe
 Against: Clr. Hanlon

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: Bartlett/Laham
2017-517 Resolved that Council cancel the Rainbow Gully Water & Sewer Servicing Tender which closed on October 11, 2017.
 Carried Unanimously

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: Bartlett/Hanlon
2017-518 Resolved that Council cancel tender PCSP-2017-005 for the purchase of one (1) Front End Loader.
 Carried Unanimously

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: Bartlett/Harding

2017-519 Resolved that Council approve 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.

Carried Unanimously

6. Staffing Follow-Up

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

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 Development, Marketing, Communications & Tourism

- No meeting held, no report

Protective Services Committee Report of November 27, 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 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. Councillor Bartlett will bring this to the Public Works Committee for further recommendations.

Councillor 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.

There were 8 Responses for this report period:

- 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: Hanlon/Neary

2017-520 Resolved that the Town purchase 10 SCBA cylinders to be acquired from Acklands Grainger for a total of \$15,531.00 +HST.

Carried Unanimously

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.

Admin. and Finance Committee Report of November 27, - presented by Deputy Mayor Laham

1. Accounts for Payment

Motion: Laham/Bartlett

2017-521 Resolved 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 as tabled.

Carried Unanimously

2. Meadow Heights Change order

Committee discussed a change order for extra costs related to a change in rock condition in 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 offers the following motion:

MOTION: Resolved that 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.

Deferred for further discussion

3. Drovers Heights

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

CORRESPONDENCE

- No correspondence received for this period.

NEW/GENERAL/UNFINISHED BUSINESS

1. Application

The Town is in receipt of email correspondence regarding a request for municipal approval with respect to a liquor license application for an existing restaurant (Landings) at Civic # 1933-1945 Portugal Cove Road.

Motion: Hanlon/Neary
2017-522 Resolved that Council forward correspondence stating that the Town has no objections with the issuance of a liquor license for the existing restaurant (Landings) at Civic # 1933-1945 Portugal Cove Road, in compliance with all regulatory bodies of government.

Carried Unanimously


2. Round Table

Councillor Harding suggested at the end of each Council meeting, Council could hold an informal opportunity to speak in a go around/round table style regarding any issues that came up close to the meeting time that a Councillor wanted to bring forward.

ADJOURNMENT

Motion: Hanlon/Bartlett
2017-507 Resolved that this meeting be adjourned. Time is 7:29 pm.

Carried Unanimously



Carol McDonald, Mayor



Claudine Murray, Deputy Town Clerk