

July 24, 2018



TOWN OF PORTUGAL COVE-ST. PHILIP'S

July 24, 2018

Regular Public Council Meeting 7:00 p.m.

IN ATTENDANCE

Mayor
Deputy Mayor
Councillors

Carol McDonald
Jeff Laham
Dave Bartlett
Johnny Hanlon
Darryl J. Harding
Tina Neary
Madonna Stewart Sharpe

Town Manager/Engineer
Director of Financial Operations /Town Clerk
Director of Economic Devel., Marketing, Comm. and Tourism
Director of Recreation & Community Services
Planning and Development Coordinator
Deputy Town Clerk

Chris Milley
Tony Pollard
Jeff Lawlor
Dawn Sharpe
Les Spurrell
Claudine Murray

Deputy Mayor Laham called the meeting to order and welcomed the gallery of 14 persons in attendance with regrets from Mayor McDonald.

ADOPTION OF AGENDA

Motion Hanlon/Laham
2018-234 Resolved that the agenda dated July 24, 2018 be adopted as presented.
Carried Unanimously

DELEGATIONS/PRESENTATIONS

ADOPTION OF MINUTES

Motion Bartlett/Stewart Sharpe
2018-235 Resolved that the minutes of July 10, 2018 be adopted as corrected.
Carried Unanimously

BUSINESS ARISING

Town Managers Report

1. Coastal Zone Canada Association 2018 Conference

The Coastal Zone Canada Association is a non-profit society of coastal zone management professionals committed to promoting Integrated Coastal Zone Management practices. They had their annual conference in St. John's this year and I was asked to take part in a panel put together by the Coastal and Ocean Information Network to discuss challenges and positive impacts of climate change adaptation initiatives. I was specifically asked to speak on the outcomes of the Climate Adjusted Flood Risk Maps that the Town received in partnership from the Provincial Government. I took part in this panel on July 17th.

2. Planned Power Outages

On July 20th the Town experienced a planned power that covered a large area of St. Philip's as work was being completed on Thorburn Road. The Town office remained open but the services we could provide was limited by the outage. Another power outage is planned for Thursday, July 26 in a similar area between the hours of 10 am and 2 pm. A notice is available on the Town media sites as well as on the Newfoundland Power website. The Town office will remain open on Thursday, however, some services will be limited as a result of the outage.

3. In Memorial

A former town employee, Mildred Squires, passed away on July 13, 2018. Her memorial service took place on July 17, 2018. The Town staff and council pass along our sympathies and thoughts of condolence to the Squires family. The Town has placed a Memorial message on our website in honour of Mildred.

4. Completion of Search for Director of Public Works

After a long process that started in March that included two sets of interviews by a hiring committee, the Town has selected its new Director of Public Works, filling a role that has been vacant since the end of March. I'm honoured to welcome Charlie Hamlyn to the management team. He started with the Town on Monday, July 24 and brings with him plenty of experience and knowledge to lead the Public Works team into the future. He certainly has his job cut out for him as the Town takes on new initiatives and responsibilities providing services to the residents.

A motion to appoint Charlie to the role in accordance with requirements of the municipalities act is expected later in tonight's agenda.

Welcome Charlie.

5. Closure of Eastern Health Clinic

The Town was advised that the Portugal Cove St. Philips Eastern Health Clinic on Portugal Cove Road.

COMMITTEE REPORTS

Planning & Development Committee Report of July 17, 2018 – presented by Councillor Harding

1. Civic # 310-312 Bauline Line Extension – Accessory Building Extension

Motion: Harding/Bartlett

2018-236 Resolved that the application to construct an accessory building extension at Civic # 310-312 Bauline Line Extension be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

2. Civic # 5-7 Oliva Place – Accessory Building

Motion: Harding/Laham

2018-237 Resolved that the application to construct an accessory building at Civic # 5-7 Olivia Place be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

3. Civic # 182-194 Beachy Cove Road – Accessory Building

Motion: Harding/Hanlon

2018-238 Resolved that the application to construct an accessory building at Civic # 182-194 Beachy Cove Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

4. Civic # 6 Hilltop Lane - Business

Motion: Harding/Bartlett

2018-239 Resolved that the application to establish a home office for a professional business (heat pump cleaning services) at Civic # 6 Hilltop Lane be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

5. Civic # 173-175 Beachy Cove Road - Business

Motion: Harding/Stewart Sharpe

2018-240 Resolved that the application to establish a home office for a professional business (custom clothing and personalized items) at Civic # 173-175 Beachy Cove Road be granted approval in principle as per Appendix A: Tabled Report.

Carried Unanimously

6. Civic # 7-9A Day's Road – Approval in Principle for Reconfiguration of Property Boundaries and Construction of Single Dwelling

July 24, 2018

Motion: Harding/Hanlon
2018-241 Resolved that Motion # 2017-472, the approval in principle to reconfigure property boundaries and construct a single dwelling at Civic # 7-9A Day's Road, be rescinded in light of additional information.
Carried Unanimously

The Committee requests that this application be referred back to the Planning & Development Committee for further discussion.

Items # 7 through 21 are other items that were discussed at the Committee's meeting. Detailed information regarding these items can be found in Appendix A: Tabled Report.

22. Permits Issued

There were twenty one (21) permits issued from June 29 to July 12, 2018 as per Appendix A: Tabled Report.

Recreation & Community Services Committee for July 18, 2018 – presented by Councillor Stewart Sharpe

1. Program and Special Events Update

June and July were particularly busy for the Department of Recreation and Community Services. Regatta Festival began was the Canada Day Celebrations. They were a huge success with hundreds of residents taking part in a full day of activities for the whole family. From the Flag Raising, parade, family carnival, to the Bennie Malone show, bouncy castle, balloon twist, and face painting. The highlight of the evening was the fireworks show synchronized to 5 movie theme songs. Many photos and videos were posted on social media by residents, as well as on the Town's Facebook page, courtesy of Stephanie Tucker, Communications Coordinator.

The remainder of the events for the Regatta attracted great numbers, which made it one of our most positive years to date. The Community Breakfast with the Councillor was a great time, along with Harry Potter Day in the Library, Trivia Night, Family Bingo, Touch a Truck and Senior Day around the Bay.

Regatta Day and Music Festival was also a great success. Although the Dory Races were cancelled due to the high winds, patrons stayed at the marina to enjoy the music, games, food, and kid's entertainment. A highlight of the day was participants taking the opportunity to row the dories in the gut. This will definitely be a part of the Regatta Festivities next year. Special thanks has been prepared by Stephanie and it was sent to all Council, staff, volunteers, and supporters of the Regatta.

Camp Whaddya'at and Little Gaffers are going strong and all 8 weeks are now full. Camp Counselors are doing a great job and we have received much positive feedback from parents.

Soccer NL, PCSP Minor Soccer and the Town of PCSP hosted U14 and U13 Female Atlantic Championships. With teams from each of the Atlantic Provinces in attendance for each divisions, there were 8 teams and their families that visited our park over a 4 day period. Staff had received many positive comments about the park, including one parent who stated that "he has been to facilities all over Canada and this one beats them all." Please find attached Cash Flow Statement from the tournament showing a net profit of \$3105.45.

2. Touch a Truck Donation

The Town hosted its 1st Annual Touch a Truck Event during the Regatta Celebrations. The events was a great success with over 25 vehicles on display and hundreds of people in attendance. For the event staff collected donations from patrons for Beachy Cove Elementary Breakfast Program and Brookside Intermediate Lunch Program. Both schools will receive a donation in the amount of \$343.55, for a total of \$687.10 raised at the event.

3. Lifestyle Centre

The consultants met with the Recreation Staff on Thursday, July 12th to discuss programs, services, facilities, and other pertinent information that would assist with the development of the Operational Analysis. The Director of EDMC also provided information on the demographics of the community and other supporting documents to support the study.

4. Library Update

Librarian, Kailey Cahill Meeker prepared a report of activity in the library since she started in April;

April - 192 items were checked out

May - 370 items were checked out

June - 224 items were checked out, 206 visitors to the library

July (up to July 18th) - 91 items checked out and 205 visitors to the library

The full report is attached for Council to review.

5. St. John's Triathlon

The Recreation Committee received correspondence, as per attached, from the St. John's Triathlon. They will be hosting their annual event on Sunday, August 5th at Rotary Sunshine Park. As per previous years they will communicate directly to residents along the race route about the closure of Bennett's Road from 7am – 1:30pm. The correspondence has been forwarded to the Public Works Department and the Director of EDMC for their review and action, if required.

6. St. John's Rotary Club

The Recreation Committee discussed that in the past the Town of Portugal Cove – St. Philip's held a position on the St. John's Rotary Club. It was requested that the Director of Recreation

and Community Services send correspondence to the St. John's Rotary asking if they would reinstate the position for the Town.

7. Traffic Concerns and Motorized Vehicles on Mitchel's Pond

A resident spoke with the Director of Recreation and Community Services regarding their concerns with vehicles parking on the side of Bennet's Road impeding traffic. They also expressed concerns with sea-dooing on the pond. After the Recreation Committee meeting,

Public Works received correspondence from the Department of Transportation and Works stating that they are planning to place "no parking" signs along this area of concern as the first step to control this issue. They will have them install over the next couple weeks as resources and priority allow.

8. Community Grants

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

- Motion: Stewart Sharpe/Neary
2018-242 Resolved that the Town discount the Rainbow Gully Softball Field rental rate to \$200 for the MUN School of Nursing as a fund-raiser for Cystic Fibrosis.
Carried Unanimously
- Motion: Stewart Sharpe/Bartlett
2018-243 Resolved that the Town donate \$100 to Abigail Chaulk to assist with her travel to Montreal for Nationals.
Carried Unanimously
- Motion: Stewart Sharpe/Laham
2018-244 Resolved that the Town waive the fee of the Recreation Centre for a fund-raiser for Robbie Sharpe who has injured himself while playing softball.
Carried Unanimously
- Motion: Stewart Sharpe/Hanlon
2018-245 Resolved that the Town donate \$100 to Will Willams to assist with his travels to the Men's U15 Baseball Nationals in Oshawa, Ont.
Carried Unanimously
- Motion: Stewart Sharpe/Bartlett
2018-246 Resolved that the Town donate \$100 to Joelle Vokey to assist with her travels to the Women's U16 Baseball Nationals in Halifax, NS.
Carried Unanimously

1. Water & Sewer Application – Portugal Cove Road

Application for connection to Town water and sewer services on Portugal Cove Road was received. Initial field assessment for this property was approved as a serviceable lot however the proposed installation plan was not compliant with the Town's Water and Sewer Regulations. As the existing Regulations are outdated and under review, Committee recommends the following revision to the Regulations.

Motion: Bartlett/Harding

2018-247 Resolved that the Portugal Cove-St. Philip's Water and Sewer Regulations be revised to remove the condition that the subject building must be built prior to the installation of water and sewer services as a requirement of permitting horizontal bends in a sewer service line. This is condition 3.10.C.2.b) of the current Water and Sewer Regulations.

Carried Unanimously

Motion: Bartlett/Laham

2018-248 Resolved that, subject to success of the prior motion, Council conditionally approve the request for connection to the Portugal Cove Road water and sewer mains as part of the Building & Development Application process for a new home at 1525 Portugal Cove Road. All remaining conditions found in section 3.10.C.2 of the Water and Sewer Regulations for the proposed horizontal bends in the service lines of the new construction shall apply.

Carried Unanimously

2. Portugal Cove Road / Bell Island Ferry Lineup

Mayor McDonald received complaints from residents that the ferry line up was infringing on traffic in the area; discussion was held with Assistant Deputy Minister, Air & Marine Services.

Note: Councillor Neary would like the loudness of the Ferry Horn to be addressed as well.

3. Condition of Roads

Mayor McDonald questioned whether consideration should be given to having the Town do pothole repairs on TW roads within the Town's boundaries and charge back to TW.

4. Meadow Heights / Maggies Place

During the Meadow Heights Water & Sewer Project, a gate which was located at the end of Meadow Heights was removed for construction and at the end of construction rocks were put in its place. The scope of the project requested reinstatement of all things removed, however the necessity of having this area closed off has been questioned by residents in the area. Committee agreed to leave this access road open to the public as it is located on Town owned property.

5. Planning & Development Referral – Pre-Engineered Sewage Treatment System

Recommendation letter to P&D is in progress.

6. Newbury Street

Concerns were received regarding life safety measures in the Newbury Street area. Committee discussed the current Traffic Speed Policy and road condition standards and a consensus was made that amendments are required.

Motion: Bartlett/Hanlon

2018-249 Resolved that Council amend the Traffic Speed Zone Policy standards on local roads from 50km/hr to 40km/hr unless conditions warrant otherwise.

Carried Unanimously

Note: It was noted that the motion is for local residential roads and eventually applicable signs will be changed to indicate the 40 km/hr zones. It was noted that the change will bring more consistency in speed zones and that Safe PCSP is in favor of change.

Economic Development, Marketing, Communications & Tourism Committee for July 18, 2018 – presented by Councillor Neary

1. Heritage Updates

a. Ancestry Library Edition

To support the family history club and provide an additional service that we can offer at the library the committee discussed a genealogical research product called Ancestry Library Edition. It does not have all the features of a private subscription of Ancestry.com but has a comprehensive database of valuable information. This can be purchased under the heritage budget, although it was not included.

Motion: Neary/Bartlett

2018-250 Resolved that the Town purchase a one year subscription of ProQuest Ancestry Library Edition at a cost of \$500 US plus HST.

Carried Unanimously

Note: This software is not a full version but gives all residents with a library subscription a starting point to research their roots. Councillor Harding noted that Katherine Miller has many records and should be contacted.

b. Anchor Preservation and Placement

Preservation work on the anchor recovered last year during construction of the Portugal Cove breakwater is set to commence. The final placement of the anchor will be in Portugal Cove, likely located at a future lookout or at the ferry terminal.

c. Regional Heritage Fair

Brookside Intermediate will be hosting the regional Heritage Fair in May of 2019. The Town will offer to provide support through our Heritage Committee and staff.

2. Environment Updates

a. PCSP Property Beautification Awards

Details of the annual garden competition were discussed. The competition will be renamed the PCSP Property Beautification Awards and will have 5 awards: 1) Best Residential 2) Best Commercial 3) Best Curb Appeal 4) Greenest Garden 5) Best Edible Garden. Details can be found on the website. Deadline for nomination will be Friday, August 24th and judging will take place September 4th – 7th.

b. ACE Correspondence

ACE submitted three letters with recommendations and concerns on various issues including minimizing water runoff, sewage treatment, future development and communications. The letters will be distributed to respective departments/committees for consideration and follow-up.

3. East Coast Trail Announcement

Representatives of Paradise, CBS and PCSP will meet at Greymens Beard on Friday, July 20th at 3:30 for a photo and to announce the collaboration with the East Coast Trail Association on Miners Path which will connect the three communities from the Portugal Cove Ferry Terminal to Topsail Beach. Work is expected to be completed on the path through the summer of 2019. Deputy Mayor Jeff Laham will represent the Town.

4. PCSP Connects

The committee discussed PCSP Connects and plans for the future. After a soft launch last year and the transition of the Communications Coordinator role we will now be officially launching PCSP Connects in September with a strong marketing campaign. We currently have over 3000 households and businesses connected to the service in case of emergencies via white pages information. In addition, we have 160 registered to receive customized information. Our goal is to have 15% of households signed up to receive customized information in the first year. We will require an annual renewal of the product. This is a budgeted item.

Motion: Neary/Bartlett

2018-251 Resolved that the Town renew their annual subscription to Everbridge at a cost of \$6500 US plus HST.

Carried For: Mayor McDonald, Deputy Mayor Laham, Councillors Bartlett, Hanlon, Neary and Stewart Sharpe

Against: Councillor Harding

Note: The software has three levels of services: to all residents with a home phone, to all residents that opt into using the software and to staff. The goal is to have 450 households to opt into the software in the first year. It was confirmed that the software can zone into a particular section of PCSP in an emergency.

5. Service Level Review

Council and senior staff have reviewed the final draft of the Service Level Review over the last month.

Motion: Neary/Bartlett

2018-252 Resolved that Phase II: Standards of Service and Phase III: Needs Gap Analysis of the Service Level Review be accepted.

Carried For: Mayor McDonald, Deputy Mayor Laham, Councillors Bartlett, Hanlon, Neary and Stewart Sharpe

Against: Councillor Harding

Note: Councillor Harding did not review the documents before the meeting and therefore would not vote in favor of the unfamiliar documents.

6. Paperless E-Bill Contest

Newfoundland Power has advised that the winner of the contest is the Town of Appleton. Although we did not win we would like to thank all those residents who switched to paperless e-bills and encourage those who have not yet switched to do so.

7. Tickle Swim

The Tickle Swim will take place on Saturday, August 18th at 7:00 am. We will continue to work with Canadian Mental Health and Town of Wabana to ensure the event's success.

8. Media Training

Dates are being confirmed with Council and Staff for the first phase of the media training. Tentatively it will take place on Thursday, July 26th and Thursday, August 2nd in the afternoons for staff and evenings for Council.

9. MNL Correspondence

We received correspondence from MNL requesting expressions of interest for "Big Data-Big Ideas" project. We are already involved with the first iteration of this project with our regional partners as a follow up to our demographics and perceptions study.

10. RAnLab

The Director of Economic Development distributed a Northeast Avalon Project update document prepared by the Harris Centre for Regional Analytics (RAnLab) who are conducting the project. We will continue to work with our regional partners on the project and are expecting completion in the Fall.

Protective Services Committee report for July 17, 2018 – presented by Councillor Hanlon

1. Commissionaires – Municipal Enforcement

The Municipal Enforcement Officer offered the following update on activity since the last Committee meeting:

- MEO Patrols have encountered numerous incidents of vehicles parked at Rainbow Gully and Voisey's Brook Parks. Once the MEO patrol vehicle shows up or the vehicle is approached, they leave. No illegal activity found.
- There is an increase in ATV and dirt bike activity in the areas of Voisey's Brook Park, Nearys Pond, Dogberry Hill, and Golden Dawn Drive. Patrols are continuing to monitor and record with dash cam however, lack of evidence as to where the drivers live is an issue.
- The MEO and the Town ask that residents who witness any illegal activity please contact the RNC as soon as possible. The RNC non-emergency number is 729-8000. As well, if you have any information at all to identify the dirt bike / ATV drivers, including their home address or description of the driver or vehicle, please pass this information along to the MEO. This information has proven very beneficial with investigations, especially in conjunction with dash cam footage. You will not be identified to the driver nor will you be asked to testify. The MEO can be contacted via email to the Town (pcsp@pcsp.ca) or by cell phone 743-7268.
- MEO patrol provided assistance to a woman in need of medical attention found on Indian Meal Line. The woman refused to have the RNC called, however, MEO provided her with transportation to an alternate location.
- After Hours Service called MEO reporting an open fire on Hynes Road, patrols were in the area at the time and followed up with the residence. Fire had been in an enclosed fire pit and was extinguished by the time MEO arrived. Reminder was given to resident regarding the current fire ban in the Town.

Ongoing:

- Still waiting on response from Minister regarding Traffic regulations. The Committee Chair was provided with a copy of the original request from the Town as sent on March 28, 2018, and will follow up with the Minister asap.
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2. FES Updates

Responses: 7

- 1 Brush Fire
- 2 Structure Fires
- 4 Residential Alarms

Training:

- July 9th: Pump, Porta-tank, and foam exercises.
- July 26th: Live fire evolutions at the training ground

Other Activity:

The Volunteer Fire Department provided safety boat coverage for the regatta on July 7th and participated in the Touch-A-Truck event on the same date. Both events were very successful and no incidents reported.

Fire prevention presentation at Kids Kampus Day Care, Portugal Cove Road on July 12th. The Tender for the Rescue replacement will be published this week and the Tender closing and public opening has been set for Friday August 17, 2018.

July 6th, the Fire Department in conjunction with the Department of Forestry officials, issued a suspension of all open air burning permits within the Town due to high risk conditions. As of July 17th, again in consultation with Forestry officials, the fire ban was lifted temporarily for the remainder of the week in consideration of the Environment forecast.

Recently completed a fire and life inspection for a licensed B&B.

Current rescue unit is out of service for maintenance and MVI and is anticipated to be back in service July 18th.

The Committee reviewed the Department activity snapshot from January 1 to date.

3. Block Party Impacts

The Town is in receipt of a number of complaints regarding block or neighbourhood parties in the community. More specifically regarding impeding access to personal properties and less than adequate notification of the event. These events are organized by private citizens. The complaints were brought to the Recreation & Community Services Department to assist with the development of a written agreement to use Town equipment for the events. The Committee has recommended that agreement make note of rules and regulations organizers must follow including but not limited to:

- You are not permitted to block traffic from the roadway nor impede access to private properties – for safety concerns, organizers may provide a designated / responsible individual to walk vehicles safely through the event.
- Adequate notification of the event must be provided to all residents of the area, time frame to be determined.

4. Feeding Wildlife Regulations

The Chair has provided some revisions to the draft regulations and the revised copy will be provided to all members of the Committee asap.

5. Beach Usage Signs

Staff have acquired some quotes for producing the beach signs. Once three quotes have been compiled, the Committee will review and make a decision for the best value product.

1. Accounts for Payment

Motion: Lahan/Harding
2018-253 Resolved that Council approve payment of regular accounts in the amount of \$136,125.17.
Carried Unanimously

2. Grand Concourse Authority

The committee discussed the Grand Concourse Authority managing Town projects verses the Town calling for Open Bids (Tenders).

3. Request to purchase Town land

The committee completed their discussion regarding a request for the Town to sell a piece of their land at the edge of the cul-de-sac in Ocean's Edge to B&B Homes. The Director of Financial Operations will follow up with a letter to the requestor stating the Town is not selling the land.

4. Request for Legal Opinion

The legal advice obtained by the town concerning a previous Conflict of Interest claim was requested by a resident. The committee discussed the request and is recommending the release of information not be granted.

5. Correspondence: Jack Byrne Arena

On June 27, 2018, the Mayor represented the Town by attending a presentation at the Jack Byrne Regional Sport & Entertainment Centre concerning an Ownership Buy In Proposal & Facility Expansion presentation. As a follow up to the presentation, the committee received a request from the Centre to contribute \$1,520,400 towards the expansion of the current facility.

Motion: Laham/Stewart Sharpe
2018-254 Resolved that Council not accept the Jack Byrne Regional Sport & Entertainment Centre ownership buy in proposal and not contribute to the expansion of the Centre.
Carried Unanimously

Note: The price is based on population and was increased since the presentation.

Many of our residents play for the North East Eagles as per the residency rules. The issue is that Torbay takes in a lot of income from events so the buy in amount should be less that presented.

Councillor Stewart Sharpe noted that PCSP is trying to start up a Lifestyle Centre that could use the funding.

6. Access to Records

The committee discussed the level of access Councillors and staff have to records. It was agreed that Councillors and staff are governed by the rules of the Access to Information and Protection of Privacy Act, 2015; have the right to access records they need to do their job; records may be redacted when necessary; and that all Councillors should receive the same information.

7. Director of Public Works

Council and the Town staff would like to welcome Charlie Hamilyn as the successful candidate for the Director of Public Works position.

Motion: Laham/Stewart Sharpe

2018-255 Resolved that Council approve the appointment of Mr. Charlie Hamilyn for the position of Director of Public Work effective July 23, 2018.

Carried Unanimously

CORRESPONDENCE

Council Correspondence for July 10 to July 20, 2018

RECEIVED	CONTRIBUTOR	REGARDING	DISTRIBUTION
7/11/2018	Chamber of Commerce	Non-Competition in the Municipalities Act	R&C Cmte
7/13/2018	The Town of Flatrock	2018 Flatrock Soiree Invite	Council
7/13/2018	Resident	Request for Legal Opinion	A&F Cmte
7/17/2018	MunicipalNL	Request for Expressions of Interest	EDMC Cmte

NEW/GENERAL/UNFINISHED BUSINESS

1. Selection of Design and Project Management Firm for the Drover Heights Water and Sewer Project

The Drover Heights Water and Sewer Project is now ready to proceed. We were waiting on quotes for Project Management and Engineering Consulting services and we have now received them. After the below motion, the next steps will be for the project manager to ensure a Prime Consultant agreement is in place that is acceptable to the Department of Municipal Affairs and Environment, after which time the project can go to tender.

Motion: Laham/Harding

2018-256 Resolved that Council contract “Wood Environment and Infrastructure Solutions” to provide project management services for Drover Heights Water and Sewer Servicing Project 17-CWWF-18-00003 in the amount of \$36,542 plus HST and further to that Council also contract “Progressive Engineering & Consulting Inc.” to provide engineering consulting and construction inspection services in the amount of \$28,559.56 HST included.

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Carried Unanimously

2. Community Health Clinic

Notice that MHA Brazil has petitions in the stores of PCSP regarding the closing of the PCSP Community Health Clinic.

3. Repairs to Emergency Vehicle

The Town's Emergency Vehicle went into the garage for a Motor Vehicle Inspection and it was found to need several repairs at a cost above the \$2,000 threshold agreed upon to get three quotes. In this case, the emergency vehicle is tied up in the shop and it doesn't make sense to shop around to get quotes for various parts. Council is asked to approve the purchase without the 3 required quotes.

Motion: Bartlett/Neary

2018-257 Resolved that Council approve the issuance of a PO to Complete Transport in the amount of \$4,765.14 to complete repairs to the Emergency Vehicle.

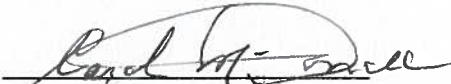
Carried Unanimously

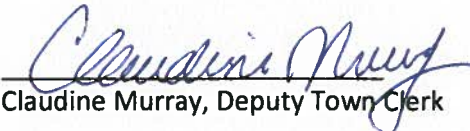
AGENDA ITEMS/NOTICE OF MOTION

ADJOURNMENT

Adjournment was moved by Councillor Hanlon and seconded by Councillor Neary.

Resolved that there is no further business and this meeting is adjourned. Time is 8:13 pm.


Carol McDonald, Mayor


Claudine Murray, Deputy Town Clerk