



**MINUTES**  
PUBLIC COUNCIL MEETING  
April 28, 2014

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Minutes of the Regular Meeting of Council held in the Council Chambers, Town Hall on April 28, 2014 at 7:53 p.m.

**Members Present**

Mayor Ralph Tapper  
Councillor Thomas Hall  
Councillor Peggy Roche  
Councillor Craig Scott  
Councillor Carol Ann Smith  
Councillor Mary Thorne-Gosse

**Staff Present**

Bernie Manning, Director of Public Works & Technical Services  
Ann Picco, Executive Clerk  
Brian Winter, Director of Planning

**Regrets**

Deputy Mayor Geoff Gallant  
Dawn Chaplin, CAO/Town Clerk  
Tina Auchinleck-Ryan, Director of Community Services

**Gallery**

There were a total of 11 people in attendance.

**Adoption of Agenda**

169-14      Motion – Councillor Roche / Councillor Hall

**RESOLVED THAT** the Agenda be adopted, as presented.

Question called. Motion carried unanimously.

**Adoption of Minutes**

170-14      Motion – Councillor Smith / Councillor Thorne-Gosse

**RESOLVED THAT** the Minutes of the April 14, 2014 Public Council Meeting be adopted as presented.

Question called. Motion carried unanimously.

**PROCLAMATIONS / PRESENTATIONS**

1. Child Abuse Prevention Month – April 1 – 30, 2014.

Councillor Hall read the proclamation aloud. Representative, Kerry Lynn Callahan, was in attendance and Mayor Tapper called her forward to introduce herself and providing further information. She discussed child abuse and awareness and is encouraging municipalities to work with this initiative to promote open dialogue to make a change. She thanked Torbay in making child abuse a priority and committing to help deal with this matter. See motion below:

171-14      Motion – Councillor Roche / Councillor Scott

**RESOLVED THAT** the Town of Torbay proclaim the Month of April to be National Child Abuse Prevention Month; and, call upon our citizens to recognize child abuse for the societal problem that it is and to make a difference by becoming education and being more aware of these issues.

Question called. Motion carried unanimously.

Councillor Roche advised that April is also child pornography month. She provided post cards, from the Catholic Women’s League of Canada, to all Council Members to sign the back and forward to a government representative for awareness. She also provided cards to Kerry Lynn.

Mayor Tapper read proclamation aloud. See below motion:

2. Municipal Awareness Day – May 7, 2014.

172-14      Motion – Councillor Smith / Councillor Hall

**RESOLVED THAT** the Town of Torbay proclaim May 7, 2014 as Municipal Awareness Day in municipalities of Newfoundland and Labrador in recognition of the vital role of municipal government and in recognition of all whose efforts support it.

Question called. Motion carried unanimously.

**MAYOR’S REPORT**

Mayor Tapper provided a report, dated April 10 - 24, 2014, of his work and connections that he has made in the community over the past two weeks. Mayor further discussed:

- Beach Committee
  - This is a sub-committee of the Heritage Advisory Committee. Received great response to this committee.

- A meeting was held with MP Jack Harris.
  - In attendance were Mayor, MHA Kevin Parsons, and land owners at South Pond Area. Discussed was contamination issue and ways to move forward.

### **CORRESPONDENCE**

1. Fire and Emergency Services – Firefighting Equipment Program. *For information purposes. Councillor Scott advised that this is acknowledgement of receipt of application for firefighting equipment.*
2. Heart & Stroke Foundation – 2014 Mayor’s March for Heart Disease and Stroke. *For information purpose. Mayor Tapper will be participating - the event takes place during the week of June 9 – 15, 2014.*
3. Government of Canada, Prime Minister’s Office – National Day of Honour. *Mayor advised Government of Canada want to acknowledge our Country’s military mission in Afghanistan on May 9<sup>th</sup> – National Day of Honour. They want towns across Canada to participate and have a moment of silence at the work place. The Town of Torbay will participate.*
4. Correspondence from resident concerning removable speed bumps. *Referred to Public Works Committee.*
5. Correspondence from resident concerning Town water issues at 32 Lynch’s Lane. *Referred to Public Works Committee.*
6. Correspondence from resident concerning neighbourhood cleanup. *This event, the Great Torbay Pick Me Up, did not take place last year and resident would like to have reinstated. Referred to Public Works/Parks, Recreation and Community Services Committees.*
7. Epilepsy Newfoundland and Labrador – Purple Day. *For information purpose – acknowledgement/thank you letter.*
8. Department of Municipal & Intergovernmental Affairs – 2012-14 Multi Year Capital Works Program, Municipal Depot. *Approval to proceed with RFP for Prime Consultant Services. Director of Public Works advised advertisement in paper on Wednesday, April 30<sup>th</sup>.*

### **CORRESPONDENCE & ACTION REPORT**

The Correspondence and Action Report, dated April 28, 2014, was discussed and accepted as presented. Items discussed, included:

- Item 18 – Habitat for Humanity
  - It was requested to make another effort to reach out to other communities for information on builds.
- Item 3 – Property adjacent to Anglican Parish of Pouch Cove/Torbay
  - Status to be confirmed with CAO upon her return.
- Item 20 – Condition of North Pond Road / Convent Lane & Beyond
  - Director of Public Works advised that signs are in place – road upgrading has started. Storm water ditches will be in place.

## **COMMITTEE REPORTS**

### **Economic Development**

Councillor Hall provided an overview of items discussed under the Economic Development Committee Meeting Minutes, dated April 16, 2014.

Items discussed in the report included:

- Discussion with Rebecca Moyes, Canadian Heritage
  - She provided information on Canadian Heritage and eligibility requirements of funding programs.
  - Programs have to have arts or heritage focus, anniversary specific, buildings could be repaired or improved – the Priest’s House project was discussed.
  - Rebecca reminded Committee that Canada’s 150<sup>th</sup> birthday is fast approaching and the Town could think of ways to celebrate in 2017.
  - It was suggested to have a look at the Town of Pouch Cove’s, “Our Home by the Sea,” a book just completed by their Heritage Committee.
- Targa NL
  - Request to stage ongoing event over the next four years in Torbay.
  - Meeting between Targa and a resident was unable to be accommodated, therefore, regular route will be utilized this year.
  - Targa is willing to arrange meeting on a yearly basis to discuss route change or any other issues, if willing to agree to four year holding of annual stage in Torbay.
  - See motion below.

173-14      Motion – Councillor Hall / Councillor Roche

**RESOLVED THAT** the Town of Torbay approve the holding of an annual stage of Targa NL in Torbay over the next four years, coinciding with the current Council’s term of office.

Question called. Motion carried.

Against Motion: Councillor Smith and Councillor Mary Thorne-Gosse.

Council discussed the above motion, including:

- Holding the event in the community for four continuous years.
- Unfairness to residents and businesses who live in area where road(s) are closed for duration of event.
- Targa has agreed to review routes/dates on yearly basis.
- Advertisement for the Town, nationally and internationally.
- Precautions in the event of an emergency.
- People do enjoy the event and the car show.
- Potential liabilities.
- Ample notification to the Town and residents before event takes place.
- Economic Development Officer to further discuss yearly review with Targa.

- Business Park Feasibility Update
  - There was lack of response from St. John's Airport Authority regarding drilling of water wells on their property. There was some confusion as to who has approval – St. John's Airport or Transport Canada. Transport Canada has determined that they are unable to approve and request has gone to Director of Infrastructure and Planning, St. John's Airport Authority. No response received to date – will provide some further time, then look at other options.
- Upper Three Corner Pond Park Project
  - To ensure project budget remains under \$450,000, Prime Consultants Agreement had to be changed.
  - Funding options are still being researched.
- Town Centre Feasibility Study
  - Financing has been approved, and we're awaiting release.
- MNL Economic Development Accord
  - Economic Development Officer discussed partnerships being investigated.
  - Regional Cooperation with other towns.
  - Revamping the Killick Coast scenic drive.
  - Launching Chamber of Commerce in the Cape St. Francis area.
- School Enterprise Project
  - An event – judging of top business plans - will be held at Holy Trinity High. Committee have been asked to be the judges.
- Correspondence & Action Report Items
  - Local musician, is travelling to Ireland in September to represent Torbay and their bi-annual Ireland Newfoundland Connections Festival. Musician will be invited to discuss festival and provide him with items to promote Torbay.
- New Business Leads
  - Economic Development Officer has had two more business leads in the last two weeks.

### **Finance & Administration**

The Financial Report, dated April 14 – April 25, 2014, was accepted, as presented. Councillor Mary Thorne-Gosse read out payroll and accounts payable information as per the report:

Payroll for the period of April 14 – April 25, 2014, for 37 employees which included four Easter Day Camp staff employees is \$68,067.31.

For the period of April 14 – April 25, 2014, Accounts Payable invoices in the amount of \$200,244.32 were paid. These expenditures were within budget.

There are seven (7) Main Operating Invoice totalling \$142,372.28 for approval:

174-14      Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to Triware, for Computer Replacements, in the amount of \$6,089.01.

Question called. Motion carried unanimously.

175-14 Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to Receiver General of Canada, for Payroll Remittance April 1 – April 15, 2014, in the amount of \$31,693.67.

Question called. Motion carried unanimously.

176-14 Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to T2 Ventures, for Garbage/Recycling Contract March 2014, in the amount of \$40,014.00.

Question called. Motion carried unanimously.

177-14 Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to CIBC Mellon, for Pension Contribution March 2014, in the amount of \$14,946.80.

Question called. Motion carried unanimously.

178-14 Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to Municipal Assessment Agency, for 2<sup>nd</sup> Quarter Assessment fees, in the amount of \$25,326.00.

Question called. Motion carried unanimously.

179-14 Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to Newfoundland Power Co. Ltd., for Street lighting April 2014, in the amount of \$17,971.92.

Question called. Motion carried unanimously.

180-14 Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to Stellar Industrial Sales Ltd., for Clothing Allocations, in the amount of \$6,330.88.

Question called. Motion carried unanimously.

A copy of the current income and expense reports were included for Council's information.

181-14      Motion – Councillor Thorne-Gosse / Councillor Scott

**RESOLVED THAT** further to a Finance and Administration Committee meeting held on February 1, 2014, that the Town of Torbay provide Fire Chief Mike McGrath with a gift certificate in recognition of him being a founding member of the Torbay Volunteer Fire Department and his 40 years of continuous service to the residents of Torbay.

Question called. Motion carried unanimously.

Council discussed recent Torbay Volunteer Fire Department Newsletter celebrating 40 Years of Service, referring to services they provide and their dedication. Council Members wished Fire Chief McGrath the best and thanked him for 40 years of service to the Torbay Volunteer Fire Department.

### **Parks, Recreation and Community Services**

Councillor Hall provided an overview of items discussed under the Recreation and Community Services Meeting, dated April 21, 2014.

Items discussed in the report included:

- Upper Three Corner Pond Park Project
  - This was discussed under the Economic Development Committee Minutes, dated April 16<sup>th</sup>.
- Community/Wellness Centre
  - Director of Community Services and consultants met with seventeen Community groups on April 10<sup>th</sup> to get an idea of what their interest would be in the proposed wellness centre.
  - Charette will take place on May 8<sup>th</sup>.
- Bravery Award
  - Committee to review and provide update in two weeks.
- TETC Terms of Reference
  - Committee would like all comments received for next meeting on April 30<sup>th</sup>.
- Community Guides
  - Committee would like to review before going out by mail.
- Volunteers
  - Community Services nominated an individual for Volunteer Week. Director will follow up with this person to make presentation.
- Funding
  - A provincial grant in the amount of \$15,000 was received. It's in partnership with the Red Cross and will be for a needs assessment for transportation for older adults in the community.
- Crown Lands
  - See motion below:

182-14      Motion – Councillor Hall / Councillor Thorne-Gosse

**RESOLVED THAT** the Town of Torbay rescind Motion 470-13, from Minutes of the November 12, 2013 Public Council Meeting. (*Motion read: 470-13 – Councillor Thorne-Gosse / Councillor Roche – RESOLVED THAT effective Wednesday, November 13, 2013, that the Town of Torbay will cease accepting application from developers or residents, for the development of crown land for the next eight months. Question called. Motion carried unanimously.*)

Question called. Motion carried unanimously.

Council discussed the above motion indicating that Motion 470-13 was too broad and took in all crown land in the community. We want to be able to choose land for the Town for parks, walkways, inner/outer loops, ext., but we don't want to freeze land outside our corridor where someone else can obtain. Motion was not intended to hinder development in the Town and the motion requires some refining. Information will be going back to the Planning, Land Use and Development Committee in order to more refine Motion 470-13. Crown Lands will be a topic to be discussed at the Development Discussion scheduled for May 9<sup>th</sup> and 10<sup>th</sup>.

➤ Programs

- Play My Way is ongoing Thursday evenings, 7:00 – 8:00 pm. Sport and Wellness Coordinator and Community Volunteers are doing very well with this program.

**Planning, Land Use and Development**

**Building Applications Approved**

The following applications were approved subject to the normal conditions and requirements for building within the Town of Torbay:

<i>Application Number</i>	<i>Location</i>	<i>Proposal</i>
B2014-041	70 Dunphy's Lane	General Repairs
C2014-043	122 Quigley's Lane	12' x 20' Accessory Building
C2014-046	4 Victoria Place	Replace existing patio deck and new hot tub enclosure
C2014-047	48 Gosse's & Rodger's Lane	General repairs & enclose exterior stairwell
C2014-052	95 Morris Avenue	Replace existing deck
C2014-053	1 Cedarwood Lane	Single Family Dwelling

Note that application numbers have changed from the previous format. The Town is currently using a new planning program. The applications numbers are generated by the new program. Outlined below are the application types:



B - Building  
D - Development  
C - Building & Development  
DM – Demolition  
S – Subdivision of Land  
MV – Minor Variance

*Building Applications for Approval*

Application: C2014-032  
Location: 7 Bourne's Close  
Proposal: Single Family Dwelling with In-law Suite/Double Dwelling  
Zoning: Residential Large Lot (RLL)

183-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-032, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following condition:

1. The development shall meet the normal building requirements of the Town.

Question called. Motion carried unanimously.

Application: C2014-036  
Location: Portion of 108 Marine Drive  
Proposal: Single Family Dwelling with Subsidiary Apartment  
Zoning: RMD (Residential Medium Density)

184-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-036, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following conditions:

1. The development shall meet the normal building requirements of the Town.
2. Subject to removal of existing accessory building.

Question called. Motion carried unanimously.

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Application: C2014-037  
Location: Portion of 1-5 Jen's Place  
Proposal: Single Family Dwelling  
Zoning: RI (Residential Infill)

185-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-037, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following condition:

1. All normal conditions and requirements for building within the Town of Torbay.

Question called. Motion carried unanimously.

Application: C2014-038  
Location: 1581 Torbay Road  
Proposal: 30' x 48' Accessory Building  
Zoning: RI (Residential Infill)

186-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-038, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following conditions:

1. The use of the accessory building is restricted to residential accessory use.
2. All normal conditions and requirements for building within the Town of Torbay.

Question called. Motion carried unanimously.

Application: C2014-039  
Location: 23 Salerno Place  
Proposal: 26' x 26' Accessory Building  
Zoning: RI (Residential Infill)

187-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-039, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following conditions:

1. The use of the accessory building is restricted to residential accessory use.
2. All normal conditions and requirements for building within the Town of Torbay.
3. Subject to issuance of a permit 9683-12 for Single Family Dwelling.

Question called. Motion carried unanimously.

Application: C2014-040  
Location: 70 Dunphy's Lane  
Proposal: 20' x 24' extension to existing accessory building  
Zoning: RI (Residential Infill)

188-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-040, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following conditions:

1. The use of the accessory building is restricted to residential accessory use.
2. All normal conditions and requirements for building within the Town of Torbay.

Question called. Motion carried unanimously.

Application: C2014-042  
Location: 1399 Torbay Road  
Proposal: Renovate the existing building to accommodate an entertainment game centre business  
Zoning: MIX (Mixed Development)

189-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-042, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following conditions:

1. The development shall meet the normal building requirements of the Town.
2. Subject to approval of application D2014-048 in the business application report dated April 24, 2014.

Question called. Motion carried unanimously.

Application: C2014-044  
Location: 1147 Torbay Road  
Proposal: Renovate the existing accessory building to accommodate a sound recording business, with a small extension 7' x 12'  
Zoning: MIX (Mixed Development)

190-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-044, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following conditions:

1. The development shall meet the normal building requirements of the Town.
2. Subject to approval of application D2014-045 in the business application report dated April 24, 2014.

Question called. Motion carried unanimously.

Application: C2014-050  
Location: 111 Country Drive  
Proposal: 24' x 30' Accessory Building  
Zoning: RMD (Residential Medium Density)

191-14 Motion – Councillor Smith / Councillor Hall

**RESOLVED THAT** the Town of Torbay Approve Application C2014-050, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following condition:

1. The use of the accessory building is restricted to residential accessory use.
2. All normal conditions and requirements for building within the Town of Torbay.

Question called. Motion carried unanimously.

Application: C2014-051  
Location: 12 Riverview Place  
Proposal: 18' x 28' Accessory Building  
Zoning: RMD (Residential Medium Density)

192-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-051, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following condition:

1. The use of the accessory building is restricted to residential accessory use.
2. All normal conditions and requirements for building within the Town of Torbay.

Question called. Motion carried unanimously.

Application: C2014-054  
Location: 82 Patrick's Path  
Proposal: 20' x 24' Accessory Building  
Zoning: RMD (Residential Medium Density)

193-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-054, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following condition:

1. The use of the accessory building is restricted to residential accessory use.
2. All normal conditions and requirements for building within the Town of Torbay.

Question called. Motion carried unanimously.

Application: C2014-055  
Location: 50 Forest River Road  
Proposal: 26' x 32' Accessory Building  
Zoning: RLL (Residential Large Lot)

194-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2014-055, under the Applications for Approval section of the Building Application Report, dated April 24, 2014, subject to the following condition:

1. The use of the accessory building is restricted to residential accessory use.
2. All normal conditions and requirements for building within the Town of Torbay.

Question called. Motion carried unanimously.

**Building Applications to be Deferred**

Application: C2014-049  
Location: 9 Riverdale Drive  
Proposal: 32' x 25' extension to single family dwelling with subsidiary apartment to accommodate a third unit which will be wheelchair accessible  
Zoning: RMD (Residential Medium Density)

195-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Defer Application C2014-049, under the Applications to be Deferred section of the Building Application Report, dated April 24, 2014, pending review by the Planning, Land Use and Development Committee.

Question called. Motion carried unanimously.

*Business Applications for Approval*

Application: D2014-048  
Location: 1399 Torbay Road  
Proposal: Entertainment Game Centre Business  
Zoning: MIX (Mixed Development)

196-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application D2014-048, under the Applications for Approval section of the Business Application Report, dated April 24, 2014, subject to the following conditions:

1. All normal conditions and requirements for businesses within the Town of Torbay.
2. The business will be subject to business tax in accordance with the published schedule of taxes and fees for the Town of Torbay.
3. The development shall comply with the Town of Torbay Parking Requirements.
4. Approval from the following Government Agencies is required:
  - a. Service NL (Fire and Life Safety Division)
  - b. Service NL (Accessibility Division )
  - c. Service NL (Operations Division)

Question called. Motion carried unanimously.

Application: D2014-045  
Location: 1147 Torbay Road  
Proposal: Sound Recording Business  
Zoning: MIX (Mixed Development)

197-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application D2014-045, under the Applications for Approval section of the Business Application Report, dated April 24, 2014, subject to the following conditions:

1. All normal conditions and requirements for businesses within the Town of Torbay.
2. The business will be subject to business tax in accordance with the published schedule of taxes and fees for the Town of Torbay.
3. The development shall comply with the Town of Torbay Parking Requirements.
4. Approval from the following Government Agencies is required:
  - a. Service NL (Fire and Life Safety Division)

- b. Service NL (Accessibility Division)
- c. Service NL (Operations Division)

Question called. Motion carried unanimously.

198-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve the below application, under the Applications for Approval section of the Business Application Report, dated April 24, 2014.

<i>Application Number</i>	<i>Location</i>	<i>Proposal</i>
D2014-026	10-12 Robin's Pond Hill Road	Home Office (Business Management Consulting)

The above application was advertised as per discretionary use regulations, there were no written responses received in relation to the advertisement.

The above noted application is approved subject to the following conditions:

1. The business will be subject to business tax in accordance with the published schedule of taxes and fees for the Town of Torbay.
2. There shall be no parking of commercial vehicles on the property.
3. The development shall comply with the Town of Torbay Parking Requirements.

Question called. Motion carried unanimously.

*Amendment/Rezoning Request – New Torbay Area School*

199-14 Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Town of Torbay give the Eastern School District of Newfoundland and Labrador approval to rezone the parcel of property as described on the proposal drawing by Bae Newplan Group Limited, project no. 510895 showing the proposed Grade 5-7 school's site. The property is to be rezoned from Residential Subdivision Area (RSA-S) to Public Buildings (PB), to accommodate the proposed new school. The applicant will pay for the cost of the amendment up front before any work is started by the Town's Planning Consultant.

Question called. Motion carried unanimously.

**Public Works**

Councillor Scott provided an overview of items discussed under the Public Works Committee Meeting Minutes, dated April 22, 2014. A copy of the Minutes will be officially presented for next Council Meeting.

Items discussed in the report included:

- Committee meeting was held on April 22<sup>nd</sup>. In attendance were Mayor Tapper, Councillor Scott, Councillor Smith, Director of Public Works Bernie Manning, and Executive Clerk Ann Picco.
- Depot Update
  - The Town received approval from Municipal Affairs for land acquisition.
  - Municipal Affairs has approved the Town's project proposal which has submitted documents for public RFP competition. Ad will be in the Telegram on Wednesday coming.
- Speeding
  - Town staff are continuing to review trouble areas within the Town and have started placement of the Town's speeding sign to help in curbing the problem.
  - Councillor Scott advised that he's receiving emails from concerned residents regarding speeding in the community. He's advising people that we need to work together with the RNC – if constant speeding and pedestrian safety is noticed, the Town and/or RNC need to be advised so that a file can be started.
  - The Town's sign will be placed on Country Drive to record stats to provide to the RNC to identify trouble areas.
- MYCW (Road Work)
  - Work has started on North Pond Road and Convent Lane.
- Wastewater BAT Study
  - Study has been approved and the Prime Consultants Agreement is waiting final signatures for work to begin.
  - Should know by September what funding can be available.
  - Director of Planning noted that technologies are being identified as well.
- Quarry Road Extension
  - Concerns regarding burning on Quarry Road Extension area. Staff are monitoring and reviewing the area.
- Eustace Lane
  - Referred to Planning, Land Use and Development Committee.

Councillor Smith noted that there's a contractor hauling dirt material, Quarry Road area. She requested that the Town's Enforcement Officer look into this, further advising that there is dirt on Torbay Road, north side, although not excessive. It may require permit(s).

Councillor Roche discussed speeding identified by the Heritage and Beach Committees on Lower Street and beach areas. She advised that the Town requires signage in these areas as the roads are narrow, and requested that this matter be added to the next Public Works Committee Meeting Agenda. Referred to Public Works Committee. She suggested that residents affected by speeding get license plate number and report to the RNC immediately.

Mayor Tapper thanked Committee for meeting Tuesday afternoon regarding the depot and other items.



**ADVISORY COMMITTEES**

**Environment**

Mayor Tapper noted that the Terms of Reference has been approved by Council. Awaiting date for first meeting – will discuss with Deputy Mayor Gallant and confirm.

**Heritage**

Councillor Roche provided an overview of items discussed under the Heritage Advisory Committee Meeting Minutes, dated April 7, 2014.

Items discussed in the report included:

- Representative from Beach Committee, Ethel Labrie, was in attendance. Minutes are included for Council’s information and all who were in attendance are listed.
- Discussed Heritage Regulations.
- Exceptional people of the past can be nominated for Heritage Designation.
- Ethel Labrie requested that Committee provide the Beach Committee with a copy of the Heritage Regulations.
- HCAC/Curator provided update on the Holy Trinity Rectory reports.
  - Building systems assessment.
  - Hazardous materials assessment.
  - Environmental site assessment.
- HCAC/Curator provided updated on the Sheritage Project, phase 2.
  - Placement of sites.
  - Interviews were conducted and stories transcribed.
  - Will be up and running this summer.
- Tour of Beach area with the Beach Committee.
  - Came up with some recommendations that require immediate attention, including damage to beach and hillside by bikes.
  - Speed bumps are required on Lower Street for safety of residents in the area.
  - A copy of the Beautification Plan will be given to the Beach Committee.
  - See motions below:

200-14      Motion – Councillor Roche / Councillor Hall

**RESOLVED THAT** signage declaring, “the use of motorized vehicles and bicycles is prohibited in the conservation area” be placed in the Beach Area. Numbers of signs and locations to be confirmed by the Beach Committee in consultation with Town staff.

Question called. Motion carried unanimously.

Director of Public Works to review sign design and location(s).

201-14      Motion – Councillor Roche / Councillor Thorne-Gosse

**RESOLVED THAT** the wooden bridge at the Beach be modified in order to block motorized vehicles and bicycles from crossing over it. The modification should enable foot traffic only for future use of this bridge.

Question called. Motion carried unanimously.

Work to be undertaken by Public Works staff.

### **LIAISON COMMITTEES**

#### **Jack Byrne Arena**

No report as Deputy Mayor Gallant was absent.

#### **Northeast Avalon Joint Council**

Minutes of the Northeast Avalon Joint Council Meeting, dated March 19<sup>th</sup>, will be included for next Council Meeting.

Items discussed include:

- Collection of waste in non-serviced and unincorporated areas.
  - Discussions on how to make someone pay fee of \$180.00 per year.
  - Tipping fee increase.
  - Councillor Roche provided copy of correspondence from Municipal Affairs regarding request for exemption/exception of waste management fees, Eastern Waste Management. Copy of email response is also included from Eastern Regional Service Board/Eastern Waste Management.
  - Trying to stop people from illegal dumping, but authority is questioned as to collection of fees from towns and regions.

#### **Torbay Harbour Authority**

No report.

#### **Torbay Volunteer Fire Department**

Councillor Scott provided an update on recent meeting of April 21, 2014:

Items discussed included:

- 7 emergency calls since last meeting.
- Civic addresses – policy is in process of being developed by Director of Planning.
- Members are looking forward to new skid unit/truck.

- Newfoundland Design are working on building generator set up. They're reviewing wiring at the Fire Hall this week.
- Installation of new power pump in Unit 2 in Flatrock is complete.
- Boot Drive was held last Saturday and was a success.
- Firefighters Ball will be held this Saturday, May 3rd.

### **Urban Municipalities Committee**

Mayor Tapper advised that the next meeting is scheduled for June 6<sup>th</sup> – 7<sup>th</sup> in Clarenville. Mayor Tapper will be attending.

### **North East Avalon Regional (NEAR) Plan**

Mayor Tapper advised that Minutes of the North East Avalon Regional Plan Oversight Committee Meeting, dated Monday, February 17, 2014, is included in packages for Council's information.

The next meeting is scheduled for June 11<sup>th</sup> in Mount Pearl.

### **Municipal Assessment Agency Inc. (MAA)**

Councillor Roche advised that the next meeting will take place in June in Bay Bulls.

### **Stewardship Association of Municipalities Inc. (SAM)**

Mayor Tapper noted that a meeting is scheduled this weekend coming in Hawke's Bay.

### **Eastern Regional Service Board**

For information purposes, Councillor Roche provided all Members of Council with correspondence from the Department of Municipal Affairs, dated October 4, 2013, concerning Request for Exemption/Exception of Waste Management Fees, Eastern Waste Management.

She advised that a meeting will be held on April 30<sup>th</sup>. Will provide minutes and information once adopted.

### **NEW BUSINESS**

***Mayor Tapper*** - Pass

***Deputy Mayor Gallant*** - Absent

***Councillor Roche*** – Pass

***Councillor Scott*** - Pass

***Councillor Smith*** - Pass

***Councillor Thorne-Gosse***

Councillor Thorne-Gosse discussed communications.

- Parish House
  - She advised that there's a public meeting scheduled to be held in Flatrock regarding changes taking place to the Parish House – the Town is looking at this building for a museum location.
  - If the Town purchases for museum, a new Parish House will need to be constructed, possibly next to the Prayer Garden.
- Community Guide
  - It was requested that this come back to Committee for final review before going out to residents so all are informed of any changes to events.
  - Tunes at Tappers Cove Event
    - This event will be held in place of Hillside or Piperstock Hill Festivals.
    - Council discussed transportation to and from Tappers Cove and safety issues.
  - Councillor Thorne-Gosse requested that in future, all event information and community guide information be circulated to all Councillors first in case there are any inquiries and to provide a heads-up of what's happening.
  - Mayor Tapper advised should be dealt with and reviewed at Committee level. He also discussed this year's budget for events, indicating that Committee and staff are limited with events they can schedule.
- Neighbourhood Clean Up
  - TETC used to organize this event, with prizes offered. Town truck would collect.
  - Need Town volunteers and town staff need to work together; and, with communications can do better.

**ADJOURNMENT**

202-14      Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the meeting be adjourned at 9:50 p.m., as there was no further business.

Question called. Motion carried unanimously.

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***Mayor***

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***CAO/Town Clerk***