



MINUTES
PUBLIC COUNCIL MEETING
December 9, 2013

Minutes of the Regular Meeting of Council held in the Council Chambers, Town Hall on December 9, 2013 at 7:37 p.m.

Members Present

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

Staff Present

Dawn Chaplin, CAO/Town Clerk
Tina Auchinleck-Ryan, Director of Community Services
Ann Picco, Executive Clerk

Regrets

Bernie Manning, Director of Public Works & Technical Services
Brian Winter, Director of Planning

Gallery

There were a total of 6 people in attendance.

Adoption of Agenda

492-13 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT that the Agenda be adopted, as presented.

Question called. Motion carried unanimously.

Adoption of Minutes

493-13 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT the Minutes of the November 25, 2013, Public Council Meeting be deferred to the next Council Meeting.

Question called. Motion carried unanimously.

Councillor Smith questioned Item 1 b), Page 7, under Planning, Land Use and Development section and requested that the minutes reflect the outcome. She also questioned Item 2 a), Page 8, indicating that it's conflicting information.

PROCLAMATIONS / PRESENTATIONS

None.

MAYOR'S REPORT

Mayor Tapper provided a report, dated November 22-December 5, 2013, of his work and connections that he has made in the community over the past two weeks.

Some highlights included:

- On November 25th, Council held Public Consultation regarding the 2014 Budget, which provided residents the opportunity to present to Council. There is a budget committee meeting scheduled for tomorrow evening, December 10th.
- Attended a meeting with Minister Steve Kent, Department of Municipal Affairs, on December 2nd concerning the North East Avalon Regional Plan. Thirteen of sixteen mayors attended this meeting. The new Minister wants to move on this and chair a committee with all city/town mayors. He also wants to engage FCM as well on this project. A technical committee consisting of staff from planning departments of all cities and towns will be organized. Two priority items discussed included roads and water on the North East Avalon. Looking at having this plan completed in two years.
- On Saturday, December 7th, Director of Community Services and Council Members visited the Community Centre in the Town of Paradise to see what we should be looking at for our own wellness/community centre. It was a good visit – Paradise has a great facility and we're hoping to get most of what they have in our centre, as well.
- Director of Public Works & Technical Services took Council through the Public Works facilities, including the plant at North Pond, the pumping stations, and the beach regarding the sewer outfall/muffin monster.
- On December 4th Councillors met with the RNC for approximately an hour and a half. Council were given ideas and recommendations concerning various issues throughout the community. Hoping to get together again over the holidays or early in the New Year.
- The Santa Claus Parade went ahead on the December 8th and went beyond everyone's expectations. The event went off fantastic – approximately 24 floats. A great turn out by our residents, as well. Congratulations to Council and Staff who attended and participated – and congrats to all groups that participated to make this event successful.
- On December 3rd Mayor and CAO met with Newfoundland Design concerning South Pond and whole water issue and contamination. They are getting more information on certain aspects of water and costs if the Town connects to St. John's' water supply. CAO to forward notes on to Public Works.

CORRESPONDENCE

1. Correspondence from resident concerning proposed development at 595 Indian Meal Line. ***Deferred to Public Works Committee, in consultation with the Planning, Land Use and Development Committee.***
2. Canadian Union of Postal Workers – The future of Canada Post. ***See motions below:***

494-13 Motion – Councillor Smith / Councillor Scott

RESOLVED THAT that the Town of Torbay write a letter to the Minister responsible for Canada Post to request 1) that the upcoming review of the Canadian Postal Service Charter be open to public input and 2) that the Charter be improved by:

- Ensuring that the moratorium on post office closures in small and rural communities protects the public nature of post offices.
- Eliminating the exceptions to the moratorium.
- Extending the consultation process over possible closures and making the process and moratorium more transparent.
- Establishing an independent Canada Post ombudsperson to report on Canada Post's performance in meeting Charter expectations.
- Establishing a reasonable, uniform and democratic process for making changes to the postal and delivery network (closures, downsizing, removal of rural mailboxes, etc.), but only after consultation with the public and other stakeholders.

Question called. Motion carried unanimously.

495-13 Motion – Councillor Roche / Councillor Hall

RESOLVED THAT that the Town of Torbay write a letter to the Minister responsible for Canada Post to request that the government consider innovative ways to generate postal revenue during the Charter review, including financial services like bill payments, insurance and banking.

Question called. Motion failed.

For Motion: Deputy Mayor Gallant, Councillor Hall, and Councillor Roche.

Against Motion: Mayor Tapper, Councillor Smith, Councillor Scott, and Councillor Thorne-Gosse.

3. Home Share NL – Home Share NL Program update. ***Deferred to the Finance and Administration Committee.***
4. Correspondence from resident concerning Jones Pond Subdivision - blocked fire/emergency exit. ***Council to review file to see what options there are, and take action to resolve. Also referred to the Planning, Land Use and Development Committee.***
5. Department of Municipal Affairs – 2012-2014 Multi-Year Capital Works Program. ***For information purposes. CAO clarified that this pertains to the awarding of road improvements tender and overage taken from the depot project to satisfy the difference. The***

- correspondence confirms approval, and revised Schedule A indicates breakdown of all projects.*
6. Department of Municipal Affairs – Prime Consultant Agreement – Replacement of Lime Feed System, North Pond. *For information purposes. CAO advised this is another step in process. From there, drawings will be submitted to the Department for review. Hopefully tender call early in the New Year.*
 7. Department of Municipal Affairs – Training and Professional Development Opportunities – 2013-2014. *For information purposes. Mayor noted there's a session coming up this month pertaining to Councillor Orientation. It was noted that the Town is compliant under the Gas Tax Funding Agreement.*
 8. Brighter Futures – request for payment of invoice concerning playgroup for families of Torbay. *Director of Community Services advised that a new invoice in the amount of \$150.00 has been received. It was noted that this goes against the Town's policy to pay this rental. CAO to advise the group in writing.*
 9. MMSB – New Backyard Composting Program. *Deferred to Public Works Committee. Deadline for order is January 22, 2014.*
 10. Eastern Newfoundland Regional Appeal Board – Decision of Appeal. *Decision of Town to refuse application is confirmed. CAO noted that the proponent received the same copy and that there is a ten-day appeal period. Deputy Mayor advised that he met with the residents some months ago and suggested that they write the Town and ask that this matter be included as part of the Five Year Review. Director of Planning to make note for planning consultant when Council meets as part of the five-year process.*
 11. Correspondence from resident concerning development in the Indian Meal Line/Forest Landing Area. *Deferred to the Planning, Land Use and Development Committee.*
 12. Professional Municipal Administrators (PMA) – information and professional development opportunities. *For information purposes. CAO advised that on an annual basis, Staff completes a growth plan, which ties into their professional development budget – it is part of budget discussions.*
 13. The Anglican Parish of Pouch Cove/Torbay – concern with respect to adjacent property. *There is a motion, No. 367-13, for demolition of property. Order has been send to property owners last week, and they are within 30 day period. CAO further advised that based on conversation with contact person for the estate, he may come back with a counter to the demolition.*

CORRESPONDENCE & ACTION REPORT

The Correspondence and Action Report, dated December 9, 2013, was accepted as presented. Mayor Tapper noted that a lot of the items have now moved into Committees.

COMMITTEE REPORTS

Economic Development

Councillor Hall provided an overview of items discussed under the Economic Development Committee Meeting, dated December 4, 2013.

Items discussed in the report included:

- Project Updates
 - A. Economic Development Strategic Plan Progress Report.
 - Paul Blais of Millier Dickinson Blais, lead consultant, presented to Council on their findings and priorities for Torbay. Since then, they have come back with the final version. See motion below:

496-13 Motion – Councillor Hall / Councillor Roche

RESOLVED THAT the Town of Torbay adopt the Economic Development Strategic Plan.

Question called. Motion carried unanimously.

Council discussed that a large portion of the Town's tax base is residential. They discussed that the Town needs a commercial base, and they discussed the importance of a business park. We now have a comprehensive document that will guide Council. This is a guide for our Staff – the Town's Economic Development Officer will use this document every day as a guide for his objectives.

- B. Business Park Feasibility Update
 - Letters have gone out to landowners of drill sites. Have received feedback from two landowners, which are positive. Correspondence was sent to nine property owners. Economic Development Officer to follow up within the next week with those who haven't responded. Drilling will start early in the New Year, by March 31st, 2014.
 - C. Upper Three Corner Pond Park Project
 - In process of finalizing some civil documentation. Going to tender after approval from the Department of Municipal Affairs. Will be breaking ground early in the New Year. Because this is a time-sensitive issue, MHA Parsons will be in close contact with Municipal Affairs.
- Correspondence & Action Report Items
- a) Targa Request
 - Targa have asked for a four-year extension to have a stage of their event in the Town. Councillor Roche provided background information and a history of Targa and some impacts of hosting. They want to come here on

March 20, 2014. There's a meeting scheduled with them on January 20th, 2014 so Council can make a decision.

- New Business Leads
 - Economic Development Officer has two new existing businesses that he's assisting with getting started.
- Scheduling of next meeting
 - The next meeting is scheduled for January 15, 2014 at 4:30 p.m.

Mayor Tapper thanked Chair for volunteering to follow up with potential business people. It's a great initiative and they will welcome calls from Council.

Finance & Administration

The Financial Report, dated November 25 – December 6, 2013, was accepted, as presented. Councillor Thorne-Gosse read out payroll and accounts payable information as per the report:

Payroll for the two-week period of November 25 – December 6, 2013, for 32 employees is \$64,012.77. It is noted that the 2013-2014 snow clearing schedule commenced on December 1st. The schedule will be in place until March 31, 2014.

For the period of November 25 – December 6, 2013, Accounts Payable invoices in the amount of \$136,949.70 were paid. These expenditures were within budget.

There are two (2) Main Operating Invoices totalling \$50,596.13 for approval:

497-13 Motion – Councillor Thorne-Gosse / Councillor Hall

RESOLVED THAT the Town of Torbay approve payment to Butler's Sand & Stone Co. Ltd., for Ice control materials (sand) for the 2013-2014 snow clearing season, in the amount of \$45,046.32.

Question called. Motion carried unanimously.

498-13 Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

RESOLVED THAT the Town of Torbay approve payment to Jane Severs Interpretative Planning, for Manufacture of Memory Pod Panels, in the amount of \$5,549.81.

Question called. Motion carried unanimously.

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

The next Finance and Administration Committee meeting will take place tomorrow, December 10th to review 2014 budget submissions.

Recreation, Parks and Community Services

No report or motions.

Planning, Land Use and Development

Deputy Mayor Gallant provided an overview of items discussed under the Planning and Land Use Development Committee Meeting, dated December 3, 2013.

Items discussed in the report included:

1. Development Proposals
 - a) Proposal from property owner at 41 Torquay Drive to construct an extension to the existing accessory building to attach it to the main dwelling and establish a sound recording studio in the new addition.
 - Committee reviewed the application (B1126-13) and letters that were received and reviewed at the last PLUD meeting.
 - Committee questioned whether or not more than 30% of the floor area would be used for the business. DOP noted that as per his calculations it would be less than 30% of the total floor area being used for the business.
 - It was agreed as in the previous PLUD meeting that the main concerns that were identified in the letters were the following:
 - Increased Traffic
 - Increased Speeding
 - Increased Noise
 - Reduction in Property Values
 - Children's Safety
 - Change in Aesthetics to the Property(The home would lose its residential look)
 - Open Door to more Businesses in the Area
 - Builders Covenant doesn't permit such Development
 - Side yard requirement for the attached structure vs. side yard requirement for detached garage.
 - Committee didn't come to a consensus on the proposal it was decided to bring the application to Council for discussion and decision. See information and motions below:

1. *Development Proposals*

- a) *Proposal from property owner at 41 Torquay Drive to construct an extension to the existing accessory building to attach it to the main dwelling and establish a sound recording studio in the new addition.*

499-13 Motion – Deputy Mayor Gallant / Councillor Smith

RESOLVED THAT the Town of Torbay reject the proposed Application B1126-13.

Question called. Motion failed.

For Motion: Mayor Tapper, Deputy Mayor Gallant, and Councillor Thorne-Gosse.

Against Motion: Councillor Hall, Councillor Roche, Councillor Scott, and Councillor Smith.

500-13 Motion – Councillor Smith / Councillor Scott

RESOLVED THAT the Town of Torbay approve Application B1126-13 for a sound recording studio development at 41 Torquay Drive.

Question called. Motion carried.

For Motion: Councillor Hall, Councillor Roche, Councillor Scott, and Councillor Smith.

Against Motion: Mayor Tapper, Deputy Mayor Gallant, and Councillor Thorne-Gosse.

Council discussed residents concerns surrounding this proposed business application, as well as business development in the community and the Town's regulations. Deputy Mayor asked that application go back to Committee before making a motion for approval.

As Council Members were advising whether or not they were in support, Deputy Mayor Gallant called Point of Order, indicating that Council Members do not have to say which way they're going to vote. Mayor Tapper agreed - Point of Order well taken.

Also discussed was the Economic Development Strategic Plan, which was adopted at tonight's meeting. Council discussed that at present, there's nowhere to build a business in Torbay except in residential neighborhoods. Mayor Tapper discussed that maybe it's time for Council to consider what types of businesses can go in a subdivision – he suggested that the Town look at and categorize business applications; and, at some point the Town has to look at zoning properties as commercial, which we have very limited of. This application is in a residential area, and approval or rejection is at the discretion of Council.

- b) Proposal from property owner at 3 Moore's Valley Road to construct 3 attached buildings with 2 units per building (4 units will have 2 bedrooms each and 2 units will be 1 bedroom each).

- Committee reviewed proposal, DOP gave overview of the application and regulations for the area.

- It was agreed that committee would require more information from the applicant prior to making a recommendation on the application.
 - Committee is requesting that the applicant provide drawings of the proposed building. So that can see what it will actually look like.
- c) Proposal from property owner at 298 Indian Meal line to operate an Art/picture Framing and printing Business from that location.
- Committee reviewed proposal, DOP gave over view of the application and regulations for the area.
 - It was agreed that the proposal could be considered a discretionary use under Convenience Store/Speciality Shop.
 - Application D2013-022 is dealt with under Business Application Report, dated December 6, 2013, Application D2013-022.
2. PLUD Items for Correspondence and Action Report
- Information attached to report in table format for review.

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>
C2013-026	36 Flora Drive	SFD with attached garage

It's noted that some of the 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**

Building Applications for Approval

Application: C2013-017
Location: 31 Quarry Road Extension
Proposal: Single Family Dwelling with In-law Suite/Double Dwelling
Zoning: Residential Large Lot (RLL)

501-13 Motion – Deputy Mayor Gallant / Councillor Smith

RESOLVED THAT the Town of Torbay approve Application C2013-017, under the Applications for Approval section of the Building Application Report, dated December 6, 2013, subject to the following condition:

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

Question called. Motion carried unanimously.

Mayor Tapper left the Public Council Chambers at 9:05 p.m., as it was determined that he was in a conflict of interest. Deputy Mayor Gallant took over as Chair.

Application: C2013-019
Location: 35 Quarry Road Extension
Proposal: Single Family Dwelling with In-law Suite/Double Dwelling
Zoning: Residential Large Lot (RLL)

502-13 Motion – Councillor Scott / Councillor Smith

RESOLVED THAT the Town of Torbay approve Application C2013-019, under the Applications for Approval section of the Building Application Report, dated December 6, 2013, subject to the following condition:

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

Question called. Motion carried unanimously.

Mayor Tapper returned to the Public Council Chambers at 9:06 p.m., and resumed as Chair.

Application: S2013-002
Location: Portion of 13-23 Byrne's Lane (dwelling to be situated off of Tantum View Lane)
Proposal: Subdivision of Land and Single Family Dwelling
Zoning: Residential Infill (RI)

Deputy Mayor Gallant put forward a motion, seconded by Councillor Scott, to approve Application S2013-002, under the Applications for Approval section of the Building Application Report, dated December 6, 2013, subject to the condition that the development meets the normal building requirements of the Town.

Council discussed that the motion should actually be two separate motions; therefore, Deputy Mayor Gallant withdrew the motion. As the Director of Planning was not in attendance and Council and CAO were unsure of intent of new format/coding, Council agreed that it be deferred. See motion below:

503-13 Motion – Councillor Smith / Councillor Scott

RESOLVED THAT the Town of Torbay defer Application S2013-002, under the Building Application Report, dated December 6, 2013, for further clarification from the Director of Planning.

Question called. Motion carried unanimously.

Application: C2013-027
Location: 461 Indian Meal Line
Proposal: 22' x 28' Accessory Building
Zoning: RI (Residential Infill)

504-13 Motion – Deputy Mayor Gallant / Councillor Smith

RESOLVED THAT the Town of Torbay approve Application C2013-027, under the Applications for Approval section of the Building Application Report, dated December 6, 2013, 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.

Building Applications to be Refused

Application: C2013-025
Location: 108 North Pond Road
Proposal: 16' x 20' Accessory Building
Zoning: RMD (Residential)

505-13 Motion – Deputy Mayor Gallant / Councillor Scott

RESOLVED THAT the Town of Torbay refuse Application C2013-025, under the Applications to be Refused section of the Building Application Report, dated December 6, 2013, for the following reason:

1. The addition of the second accessory building would be greater than the permitted accessory building lot coverage of 48 sm (517 sq.ft), as per the Residential Medium Density (RMD) Land Use Zone.

Question called. Motion carried unanimously.

Business Applications for Approval

506-13 Motion – Deputy Mayor Gallant / Councillor Scott

RESOLVED THAT the Town of Torbay approve the below application, under the Applications for Approval section of the Business Application Report, dated December 6, 2013:

The follow application was advertised as per discretionary use regulations:

<i>Application Number</i>	<i>Location</i>	<i>Proposal</i>
D2013-012	19 Motion Lane	Home Office for Consulting Business

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.

It's noted that some of the 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**

Business Applications to be Advertised

Application: D2013-022
Location: 298 Indian Meal Line
Proposal: General Business (Custom Art/Picture Framing/Printing)
Zoning: RI (Residential Infill)

507-13 Motion – Deputy Mayor Gallant / Councillor Scott

RESOLVED THAT the Town of Torbay defer Application D2013-022, under the Applications to be Advertised section of the Business Application Report, dated December 6, 2013, for advertisement as per Condition 11 of the RI Land Use Zone and Regulations 10, 33 and 90 of the Torbay Development Regulations.

Question called. Motion carried unanimously.

Public Works

Councillor Smith provided an overview of items discussed under the Public Works Committee Meeting, dated December 3, 2013.

Items discussed in the report included:

- Snow and Ice Policy
 - The Town of Torbay has completed the policy review and staff will make final revision. Once final review has been completed, staff will present to Committee for approval.
- Ryan's Road
 - Engineering consultants have provided a report to staff and Committee. Town staff will contact resident to review.
- Ned's Place
 - Consultants have provided staff with estimate to complete necessary work to have drainage items rectified. Staff will follow up and provide a recommendation to Council for further review.
- Speed Calming
 - Staff will begin investigation a Traffic Calming Study. The goal of the traffic calming policy is to develop a set of integrated policies, objectives and procedures that will be used as a guideline when undertaking traffic calming.
 - This is not something that can be quickly done – will keep Council updated.
- Fire Hall
 - After review, Committee agreed that all daily operations should be reviewed on a case by case basis and left up to the Department to allocate its own resources.
- Housing
 - Federation of Canadian Municipalities has developed a program to target the country's low income housing crunch. The program correspondence and review

has been deferred to the Planning, Land Use and Development Committee for motion to come forward.

- MYCW
 1. Wastewater
 - RFP draft is complete and waiting for revisions.
 2. Road Upgrading
 - Due to existing conditions work on North Pond Road and Convent Lane will not begin until Spring 2014.
 3. Lime Feed
 - Prime consultant agreement is complete. Town consultant will provide technical documents for approval.
 4. Storm Remediation
 - Work will begin Spring 2014.

- 2014-2017 Multi Year Capital Works Program – Application
 - CAO forwarded a memo to all Council – further to memo of December 6, 2013 and the Council discussion on December 9, 2013, a motion of Council is required in order to proceed with the 2014-2017 Multi Year Capital Work Program application to the Department of Municipal Affairs.

508-13 Motion – Councillor Smith / Councillor Hall

RESOLVED THAT the Town of Torbay proceed with an application to the Department of Municipal Affairs for consideration under the 2014-2017 Multi Year Capital Works Program. The application will total \$9,457,878.84. Initiatives submitted for consideration are as follows:

Community Center	\$8.0 Million
Booster Station on Indian Meal Line	\$572,364.78
Ball Field Lights at Upper Three Corner	\$231,262.27
Road Improvements (Mahon’s Lane and Morris Avenue)	\$654,251.79

Question called. Motion carried.

For Motion: Mayor Tapper, Councillor Hall, Councillor Roche, Councillor Scott, Councillor Smith, and Councillor Thorne-Gosse.

Against Motion: Deputy Mayor Gallant

Councillor Smith provided an update on the depot relocation, advising investigating another site off Bauline Line. Will have all information available at the next Council Meeting so the Town can make the best decision.

Mayor Tapper discussed the Snow and Ice Policy advising that Committee will not meet now until mid-January, 2014; therefore, a recommendation will come forth in late January, early February, 2014.

ADVISORY COMMITTEES

Environment – No report.

Heritage

Councillor Roche provided an overview of items discussed under the Torbay Heritage Advisory Committee Meeting, dated November 25, 2013.

Items discussed in the report included:

- Logo
 - Heritage Committee are looking for photos or images to use for a Committee Logo.
- Regina O’Keefe from the Town of Conception Bay South will be attending next meeting in January to provide information on heritage regulations and designations.
- Discussed various sites that Committee want designated as heritage sites. Once a site is designated as heritage, it gives the Town an opportunity to apply to the Province for funding.
- Heritage Regulations Draft
 - Regulations were drafted, based on review of regulations from the Town of CBS and the Town of Bay Roberts. These will be finalized soon, and then advertising for volunteers.
- Mission Statement
 - Statement is almost completed.
- Next Meeting is scheduled for January 6, 2014 at 4:30 p.m.

CAO noted that department sub-brands are completed, which ties in with the Torbay logo. Heritage will have a specific sub-brand colour. Heritage, Arts & Culture Coordinator to bring forward to next meeting.

LIAISON COMMITTEES

Jack Byrne Arena

- Facility Status Report, dated November 29, 2013.
 - Upcoming Events
 - Regular day-to-day activities will occur for the next month (including general skating, recreational ice rentals, as well as Junior and Senior Hockey games). In addition, Northeast Minor Hockey has four scheduled tournaments throughout Christmas.
 - Financial Status
 - The facility is on budget and forecasting a year-end profit. Detailed financial statements will be provided following the next board meeting.
 - Operations Update
 - Normal operation over the last few weeks with no major operational issues having occurred.

- Board Update
 - The board continues to work on a three year budget for adoption in the coming months. The JBA's year end is December 31. Chairman Bradley Power and Manager Lorne Tucker are in the process of presenting the draft Strategic Plan to all towns. Hopefully, these presentations will conclude in early January.
- Next Board Meeting
 - December 12, 2013.

Northeast Avalon Joint Council

Councillor Roche advised that the Minutes of the Northeast Avalon Joint Council Meeting, dated June 25, 2013, were discussed at the last Council Meeting. She noted that Minutes are approximately a month behind; and, they do not meet during Summer months. The Council didn't meet until a few weeks ago and she is not able to comment on the Minutes as she's not privy to them.

The next meeting is scheduled for the third Wednesday of this month – December 18th in Mount Pearl. Election of Officers will take place if quorum and there will be some Christmas festivities, as well.

The Town of Torbay will be hosting a meeting on January 16, 2014. She encourages all Council to attend this meeting, as it's a great way to network with other communities.

Torbay Harbour Authority

Councillor Thorne-Gosse advised that a meeting was held Thursday night. In attendance were Harbour Authority President Eugene Tapper, Tom Martin, Mayor Tapper and Councillor Thorne-Gosse. Main issue discussed was the installation of a gate. Need to acquire some quotes for a new gate at Tapper's Cove. In the meantime, the entrance will be closed off as it is a safety issue - Councillor Hall indicated at as of yesterday, December 8th, there was a rope in place, with flags. Mayor Tapper advised that he had a follow-up conversation with CAO and the Director of Public Works & Technical Services to review quotes for short-term and long-term solutions.

Councillor Smith advised that when Council visited with the Harbour Authority in late August, they talked about some initiatives they want to starting working on, including getting wall/mural repainted. Councillor Thorne-Gosse advised they're looking forward to that – the students at the High School may complete a mural or collage. They're hoping to come up with funding for paint.

Councillor Smith noted that it was recommended to encourage more people to Tapper's Cove in the Summer months. She talked about having a fish stew, possibly in October, or an event to start and end the Summer. Councillor Thorne-Gosse advised that the Harbour Authority President talked about this, but an issue would be parking; hoping to have work done in the Spring to accommodate. Economic Development Officer is looking at initiatives.

Councillor Thorne-Gosse noted that the washroom facility is taken out for the Winter months.

Torbay Volunteer Fire Department

- Councillor Scott provided highlights from the Torbay Volunteer Fire Department Meeting Notes dated December 2, 2013. These minutes will be included in the next Council Package.
 - Executive met with Council to present the budget for 2014.
 - There were 12 emergency calls since the last meeting.
 - The Department is up to 200 emergency calls for the year.
 - Councillor Scott passed along thanks from Director of Community Services to the Fire Department for all the activities and events they have participated in and helped out with.
 - The Department are trying to fill two vacant positions.
 - Members participated in the Torbay, Pouch Cove, and Flatrock Christmas Parades.
 - A donation has been made to the Cancer Society in memory of Derrick Manning.

- Torbay Fire Department Response Summary 2013.
 - Included in Council's packages for information.

Urban Municipalities Committee

Mayor Tapper advised that the next meeting is taking place January 9 – 10, 2014.

Mayor requested that the NEAR Plan be added back to Council's Agenda.

NEW BUSINESS

Mayor Tapper

Mayor Tapper advised that Council will not be meeting on December 23rd. The Finance Committee will be meeting twice before Christmas and again after Christmas. The 2014 Budget review should take place at the next Public Council Meeting on January 6, 2014.

Mayor thanked Council and Staff for the work and extra time committed over the last couple of months. Council has a lot of things to get done coming into the New Year. He wished everyone a great Christmas and a Happy New year. He further advised there is a Question & Answer session after the Council Meeting for anyone in the gallery wishing to stay and he advised that his door is open to anyone who wishes to see him over Christmas.

Deputy Mayor Gallant

Deputy Mayor Gallant thanked all who participated in, and involved with, the Santa Claus Parade. He thanked Staff and the Mayor, who did a great job of going to the media on this event. It was a great team effort.

Councillor Hall - Pass

Councillor Roche

Councillor Roche wished everyone Merry Christmas and a Happy and Safe New year. She thanked all staff for coming out whenever needed to do site visits with Council.

Councillor Scott

Councillor Scott extended Council's condolences to the Hawco and Manning Families on the recent passing of Derrick Manning.

Councillor Smith

Councillor Smith wished all Members of Council a very Merry Christmas and a Happy New Year. She wished everyone the best of the Season and the best in the New Year.

Councillor Thorne-Gosse

Councillor Thorne-Gosse wished all the best to everyone at Christmas and wished all a Happy New Year.

She indicated that she's hoping all Council can attend the Seniors' Dinner on Thursday night to help serve meals. She asked that everyone be there for 6:00 p.m. as the meal is at 6:15 p.m.

Councillor Thorne-Gosse discussed the Magical Forest at the Kinsmen Centre, advising that there's only a couple days left to view.

The Special Needs Christmas Social is on this coming Saturday at 2:00 p.m.

ADJOURNMENT

509-13 Motion – Councillor Smith / Councillor Scott

RESOLVED THAT the meeting be adjourned at 9:46 p.m., as there was no further business.

Question called. Motion carried unanimously.

Mayor

CAO/Town Clerk