



***MINUTES***  
PUBLIC COUNCIL MEETING  
January 19, 2015

---

Minutes of the Regular Meeting of Council held in the Council Chambers, Town Hall on January 19, 2015 at 7:33 p.m.

**Members Present**

Mayor Ralph Tapper  
Deputy Mayor Geoff Gallant  
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  
Brian Winter, Director of Planning

**Regrets**

Councillor Thomas Hall  
Bernie Manning, Director of Public Works & Technical Service

**Gallery**

There were a total of 4 people in attendance.

**Adoption of Agenda**

010-15      Motion – Councillor Smith / Deputy Mayor Gallant

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

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

**Adoption of Minutes**

011-15      Motion – Deputy Mayor Gallant / Councillor Scott

**RESOLVED THAT** the Minutes of the January 5, 2015 Public Council Meeting be adopted, as presented.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

**PROCLAMATIONS / PRESENTATIONS / QUESTION & ANSWER SESSION**

Mayor Tapper referred to the Gallery and asked if anyone would like to present to Council. There were none.

**MAYOR'S REPORT**

Mayor Tapper provided a report, dated December 5, 2014 – January 15, 2015, of his work and connections that he has made in the community over the past several weeks. Highlights included:

- On December 15<sup>th</sup>, met with consultants on the Town Centre. They also provided a presentation on the Business Park. Both projects are moving forward.
- On January 6<sup>th</sup>, met with consultant regarding BAT Study for Wastewater Treatment. Will be meeting with Provincial Government on both the BAT Study and the Business Park within the next week or two.
  - It was noted when referring to the BAT Study, to identify whether wastewater or water.
- On January 9<sup>th</sup>, attended a meeting with CAO, Public Works Chair and Economic Development Officer at St. John's City Hall. Discussions took place around the regional water study. Moving forward on this matter and strategizing to see next steps.

**CORRESPONDENCE**

1. 515 North Atlantic Royal Canadian Air Cadet Squadron – Request for donation. ***Referred to Finance and Administration Committee.***
2. Department of Municipal and Intergovernmental Affairs – Capital Investment Plan Approval. ***CAO clarified that this is reconfirmation of projects approved under the Gas Tax Funding. There are a couple of stipulations regarding compliance with the Public Tender Act and promotions of projects. Contingent on meeting with the Department of Municipal and Intergovernmental Affairs. Further discussion can be held on RFP for***

*the Wastewater Study as not eligible under the Gas Tax. Referred to Public Works Committee.*

3. Bae NewPlan Group Limited – Proposed New Elementary School. *Referred to Planning, Land Use and Development Committee.*
4. Recycle My Cell Program. *Referred to TETC Committee.*

### **CORRESPONDENCE & ACTION REPORT**

The Correspondence and Action Report, dated January 19, 2015, was discussed and accepted as presented.

- Item No. 2 – Torbay Volunteer Fire Department Open Air Regulations
  - Councillor Scott advised that he sent an email to the Torbay Volunteer Fire Department Fire Prevention Officer asking him to update and to move forward. A motion was brought forward by Fire and Emergency Services at last Fall's MNL Convention concerning Open Air Burning Regulations. Councillor Scott advised the Department that just because a motion was brought forward at MNL doesn't mean it will be implemented soon; and, he suggested to move forward with their regulations.
- Item No 18 – Fireworks Concerns
  - Fireworks was discussed at the last Council Meeting. Councillor Scott advised that he checked with the Department and matter will have to be a Provincial decision in order to put regulations in place and to enforce.

### **COMMITTEE REPORTS**

#### **Planning, Land Use and Development**

Deputy Mayor Gallant provided an overview of items discussed under Planning, Land Use and Development Meeting Minutes, dated January 13, 2015.

Items discussed in the report included:

1. Development Proposals
  - a) Proposal from Property owners, Bolger's Farm Road (Quarry Road Ext).
    - Committee reviewed both applications from the property owners, and it was determined that nothing has changed in the area since Committee reviewed the previous applications back in July 2014. The only change was the names on the applications.
    - Committee reviewed mapping of the area and it was again agreed that the properties in question are within the area identified in the Transport Canada Report in relation to the airport contamination.
    - Committee agreed that they would not be recommending approval of the applications because of the location of the plots of land. Also the properties currently have no street frontage on a publicly maintained roadway.

- The applications will be dealt with in the Building Application Report, dated January 16<sup>th</sup>, application numbers C2014-245 & C2014-246.
- b) Crown Land Application for land located just west of the pet cemetery on the Bauline Line.
- Committee reviewed the proposal for a parcel of Crown land that would be utilized as a Christmas tree farm.
  - Director of Planning noted that the parcel of land is currently zoned rural, which permits the proposed Christmas tree farm. Director also noted that the applicant applied for the same parcel of land back in 2010 for a hobby farm, which was approved by Council.
  - The application will be dealt with in the Crown Land Application Report, dated January 16<sup>th</sup>, application number CL2015-001.
- c) Crown Land Application for 433 & 435 Bauline Line.
- Committee reviewed the proposal for Crown land located at 433 & 435 Bauline.
  - Director of Planning noted that the same applicant received approval from the Town for the same parcel of land back in 2013 and 2014 as six separate applications. The applicant is now requesting that the approvals be combined into one application to allow for easier processing of the application at the provincial level.
  - Committee agreed that it would recommend that the application be approved.
  - The application will be dealt with in the Crown Land Application Report, dated January 16<sup>th</sup>, application number CL2015-003.
- d) Draft proposal from Rogers Communications
- From December 2, 2014 Planning, Land Use and Development Meeting:
    - Committee reviewed the drawings provided, and it was agreed that the Director of Planning would inquire why the pole design has changed from the original slim pole design to a larger pole and whether or not there is a better location for the pole than on the side of the Town office.
  - January 13, 2015 Planning, Land Use and Development Meeting:
    - Committee reviewed response to questions, it was agreed that prior to recommending a possible location for a cell tower in the area, that all the planning and design work for the Town Center area should first be completed. This will ensure that the placement of any tower in the area would not interfere with possible designs.
2. Correspondence
- a) Letter from property owner North of Quigley's Lane in relation to rezoning of the property.
- Committee reviewed correspondence. It was agreed the zoning request should remain as a part of the plan review process. It is not normal procedure to complete amendments while completing a plan review.

- Council questioned why the above rezoning request is remaining part of the Town's Plan Review, indicating that rezoning requests have been done while plan is in process. Council discussed the below:
  - It was agreed that rezoning request should remain part of the Plan Review process.
  - Town Plan Review is moving forward and going to public consultation soon.
  - Applicant could move forward if he wishes to do so. Director can discuss further with Applicant.
  
- b) Email letter from property owner 324-328 Bauline Line in relation to proposed 10 lot development.
  - Committee reviewed email letter from property owner concerning the Town's new requirement for road right of ways.
  - Committee agreed that when the actual application for the development was submitted that it would be acceptable to process a variance on the right of way width.
  - Committee also agreed that it would be in favor of accepting a parcel of land for open space for the development.
  
- 3. Other Items
  - a) Town Plan and Development Regulations Review.
    - Committee agreed that a date for the public consultation meeting should be set for early February. Director of Planning to determine the date and send invite to all of Council.
  
  - b) New Regulations
    - Draft Civic Address Regulations,
    - Draft Property Standards and Maintenance Regulations, and
    - Draft Commercial Vehicle Regulations.
    - Director noted that all three regulations would be ready for final review before the end of January.
  
  - c) Drainage Ditch on Indian Meal Line, west of Peter's Place.
    - Director of Planning gave an update on the drainage ditch. Currently the developer's engineers is having an independent review of the drainage calculations and design. This should be completed over the next couple of weeks.
  
- 4. Planning, Land Use and Development items for Correspondence and Action Report
  - Table was attached for Council's information.

Building Applications Approved

The following application was 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>
C2015-002	228 Indian Meal Line	10' x 20' Accessory Building

Building Applications for Approval

**Application:** C2015-001  
**Location:** Portion of 1564-1572 Torbay Road (Lot 5)  
**Proposal:** Single Family Dwelling  
**Zoning:** Residential Infill (RI)

012-15 Motion – Deputy Mayor Gallant / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application C2015-001, under the Applications for Approval section of the Building Application Report, dated January 16, 2015, subject to the following conditions:

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

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

**Application:** C2015-003  
**Location:** Portion of 52-122 Byrne's Lane  
**Proposal:** Single Family Dwelling  
**Zoning:** Residential Infill (RI)

013-15 Motion – Deputy Mayor Gallant / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2015-003, under the Applications for Approval section of the Building Application Report, dated January 16, 2015, subject to the following conditions:

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

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Building Applications to be Refused

**Application:** C2014-245  
**Location:** Portion of 122-156 Quarry Road Extension  
**Proposal:** Single Family Dwelling  
**Zoning:** Residential Large Lot (RLL)

014-15 Motion – Deputy Mayor Gallant / Councillor Scott

**RESOLVED THAT** the Town of Torbay Refuse Application C2014-245, under the Applications to be Refused section of the Building Application Report, dated January 16, 2015, for the following reasons:

1. As per Transport Canada's Report completed by AMEC and the review by the department of environment and by the Town's consulting engineers in relation to the contamination surrounding the airport site. The development of lots in this area could possible draw contaminated ground water to already existing homes.
2. The roadway in front of the property is not currently a Town maintained road; therefore the lot has no frontage on a public maintained road.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Deputy Mayor Gallant requested a copy of Transport Canada's Report for wording/reference in relation to the above and below applications – to direct the applicants to, as their applications are being refused. It was advised that there is a disclaimer on the report that it's not to be circulated. It was noted that there is documentation tabled from the Department of Environment and Conservation and from engineers on report, which is public information. CAO advised she will forward information to the Deputy Mayor that was forwarded to the applicants, information that was tabled in the Council Chambers.

**Application:** C2014-246  
**Location:** Portion of 122-156 Quarry Road Extension  
**Proposal:** Single Family Dwelling  
**Zoning:** Residential Large Lot (RLL)

015-15 Motion – Deputy Mayor Gallant / Councillor Smith

**RESOLVED THAT** the Town of Torbay Refuse Application C2014-246, under the Applications to be Refused section of the Building Application Report, dated January 16, 2015, for the following reasons:

1. As per Transport Canada's Report completed by AMEC and the review by the department of environment and by the Town's consulting engineers in relation to the contamination surrounding the airport site. The development of lots in this area could possible draw contaminated ground water to already existing homes.
2. The roadway in front of the property is not currently a Town maintained road; therefore the lot has no frontage on a public maintained road.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Crown Land Applications for Approval

**Application:** CL2015-001  
**Location:** Portion of 656-658 Bauline Line  
**Proposal:** Christmas Tree Farm  
**Zoning:** Rural (RUR)

016-15 Motion – Deputy Mayor Gallant / Councillor Scott

**RESOLVED THAT** the Town of Torbay Approve Application CL2015-001, under the Applications for Approval section of the Crown Land Application Report, dated January 16, 2014.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Council discussed Crown Land Applications. They questioning recent motion to not accept Crown Land Application requests until study completed, to determine what Crown land is available in the Community. Council further discussed:

- Deferring the application for clarification.
- It was noted that this is approval to apply only.
- It was noted that application has history, as referenced in the Planning, Land Use and Development Committee Minutes, and meets zoning requirements.

**Application:** CL2015-003  
**Location:** 433 & 435 Bauline Line  
**Proposal:** Residential Development  
**Zoning:** Residential Large Lot (RLL)

A motion was put forward by Deputy Mayor Gallant, seconded by Councillor Smith, to approve Application CL2015-003, however, motion withdrawn after further discussion:

- Application is for residential development.
- Property in question is 70 plus acres.
- Information is in the Planning, Land Use and Development Committee Minutes. Applicant received approval from the Town for same piece of land in 2013 as six separate applications. The applicant is requesting that the approvals be combined into one.
- Same applicant is applying – there were three individuals; however, in this application, only two now in this company.
- It was noted that there are motions already in place; and, therefore, has to be rescinded first before approval.
- It was agreed to defer back to next Meeting. See motion below:

017-15      Motion – Deputy Mayor Gallant / Councillor Smith

**RESOLVED THAT** the Town of Torbay Defer Application CL2015-003, under the Applications for Approval section of the Crown Land Application Report, dated January 16, 2014.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

## **Economic Development**

Councillor Roche provided an overview of items discussed under the Economic Development Committee Meeting Minutes, dated January 15, 2014.

Items discussed in the report included:

- It was noted there is an error in the Minutes. Councillor Hall was not in attendance and meeting was called to order by the Economic Development Officer.
- Updates
  - Town Centre Feasibility Project
    - The Economic Development Officer advised that meetings were being put together with local developers to discuss options and opportunities that the Town Centre development had opened up. He also advised that the final report and additional Land Use Designation information had been delivered by project consultants.
    - Motion to follow.
  - Business Park Feasibility Update
    - The Economic Development Officer gave an overview to Committee on the meeting between Town of Torbay officials and their counterparts in the City of St. John's to discuss the extension of regional water supply to Torbay. The consensus of the meeting was to wait for the regional water study to be completed by the end of April/early May, then come together to discuss the options and costs involved at that time.
    - Mayor Tapper discussed the meeting with the City of St. John's, advising that it was a good meeting. There were some key officials in attendance. Next move is to meet with Minister Hutchings or Deputy Minister to move forward. He advised that the Town really has to strategize now and keep moving on this.
    - On a project front, three wells on the airport property were decommissioned this week. Once slightly warmer weather prevails, the remaining six wells will also be decommissioned and removed.
  - NL Irish Connections Festival
    - The Economic Development Officer advised that planning was well under way for the NL Irish festival running from September 24<sup>th</sup>, 25<sup>th</sup> and 26<sup>th</sup> within the Town of Torbay. A meeting was conducted between the local volunteer organizers and the overall board for the NL Irish festival.
    - Town twinning was a core event to the festival and also an important legacy project of the festival. With the Economic Development Officer doing investigations on the level of interest from Ireland. It seems to be there, but more work needs to be done to foster and develop the right linkages.
- Scheduling of next meeting.
  - Meeting is scheduled for Wednesday January 28<sup>th</sup> at 5:30 pm at Town Hall.

018-15      Motion – Councillor Roche / Councillor Scott

**RESOLVED THAT** the Town of Torbay approve and adopt the Torbay Town Centre Plan and Land Use Designation policy as presented by the project consultants.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

It was noted that the Town Centre Plan was emailed separately due to size of file, and will be posted to the website once adopted.

Council discussed the Land Use Designation Policy regarding zoning, and it was questioned if the Director of Planning discussed with the consultant to ensure the Town Plan coincides. Director confirmed that it was in the works.

It was questioned if the motion should fall under the Planning, Land Use and Development Committee. Director of Planning advised that it was discussed and has to be part of the Town Plan Review, already in motion and the Planning Consultant is aware. CAO advised that this matter crosses three committees – Planning, Land Use and Development, Economic Development and Parks, Recreation and Community Services. To move forward with land acquisition and rezoning to be incorporated in Municipal Plan, the Plan first needs to be adopted by Council.

Mayor Tapper advised that the Town is going through a rapid pace of growth and development right now. It is critical that, even though we hire consultants, project management happens at the Town level. Collaboration is moving well on the project. As we grow, a staff person will be responsible for management piece. He noted that consultants did give presentation to Council, and senior staff are working together with CAO.

### **Finance & Administration**

The Finance and Administration Report, dated January 5 – 16, 2015, was accepted as presented. Councillor Thorne-Gosse read out payroll and accounts payable information as per the report:

Payroll for the period of January 5 – 16, 2015, for 36 employees is \$82,837.77.

For the period of January 5 – 16, 2015, Accounts Payable invoices in the amount of \$8,242.36 were paid. These expenditures were within budget.

There were ten (10) Main Operating Invoices, in the amount of \$371,235.38 for approval:

019-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to A Harvey & Company, for Winter Salt, in the amount of \$60,222.21.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

020-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to Cal LeGrow Insurance Limited, for Renewal of General Insurance Policy for 2015, in the amount of \$65,684.00.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

021-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to CIBC Mellon, for Pension Contribution for December 2014, in the amount of \$15,124.68.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

022-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to Clarkes Trucking and Excavating, for Winter Sand, in the amount of \$43,877.90.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

023-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to Grand Concourse Authority, for Planting and Maintenance for 2014, in the amount of \$13,560.00.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

024-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to Newfoundland Power Inc., for Street lighting for December 2014, in the amount of \$17,613.14.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

025-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to Newfoundland Exchequer, for HAPSET Tax, in the amount of \$5,130.65.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

026-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to Receiver General for Canada, for Payroll Deductions December 16-31, 2014, in the amount of \$37,309.67.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

027-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to Stewart McKelvey Stirling Scales, for Proceeds of 2005 Tax Sale – To Be Held in Reserve, in the amount of \$71,883.46.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

In relation to the above motion, CAO clarified that this is proceeds from tax sale from 2005, which the Town was holding and no one came forward to seek. Lawyers are paying to the court and it will be the property owner's responsibility to follow up with them. This is their recommendation.

028-15      Motion – Councillor Thorne-Gosse / Deputy Mayor Gallant

**RESOLVED THAT** the Town of Torbay approve payment to T2 Ventures Inc., for Garbage and Recycling Collection, in the amount of \$40,829.67.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Call for proposals for assessment review was questioned. CAO clarified that as of close of business today, no proposals were received. Researching now how to deal with RFP vs. Tender call. There are several items to come forth at the next Council Meeting.

There are no capital invoices presented for approval.

A copy of the cheque register for fourth quarter fiscal 2014 and a copy of the current income and expense reports are included for Council's information.

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

Councillor Thorne-Gosse provided an overview of items discussed under the Community Services Committee Meeting Minutes, dated January 14, 2015.

Items discussed in the report included:

- Eating Disorder Awareness Week Correspondence from January 5<sup>th</sup> Council Meeting.
  - The week of February 1<sup>st</sup> – 7<sup>th</sup> is Eating Disorder Week. There's a request to the Town to participate in a flag raising event to bring attention and awareness to the issues related to eating disorders.

- Director of Community Services will contact the Eating Disorder Foundation to see if there is a proclamation.
- Breakfast Program at Holy Trinity Elementary
  - Director has sent an email to Holy Trinity Elementary to request wording for the program.
  - In the interim the Director has put a notice on the Town's web site notifying residents if they wish to volunteer with the Elementary School Breakfast program to contact the school.
- Community Skates
  - Mayor Tapper noted that he spoke with Arena Board Members on changing community skates to regional skates and is waiting to hear back.
- Western Island Trail
  - Weather depending, the trails should be opening in Spring, 2015.
  - At the last Council Meeting, Deputy Mayor Gallant asked for timelines, further discussing:
    - Grand Concourse advised late Spring.
    - Target dates – start and end dates with delay information, indicating the need for timelines in place or possibility of not making late Spring deadline.
    - He advised same with the dog park and all of the Town's projects - timelines are required.
    - If we don't have timelines and hold people accountable, then we will fail. Timelines are imperative. Projects have plans and information needs to be shared with Council so we get degree of confidence that it will work. He asked that they be forwarded to him soon.
    - Mayor Tapper advised that these projects are outdoors; and, therefore, totally weather dependent.
- Community Services Survey Update
  - Director of Community Services informed Committee that the process for the survey has begun. Next steps will involve meeting with stakeholders/groups. A notice has been placed in the North East Avalon Times on the survey to make residents aware. Survey will be done as a web-based survey.
  - Councillor Thorne-Gosse requested that door to door surveys are done as well.
    - She noted that website surveys do not get full representation from all parts of the Town.
  - Councillor Thorne-Gosse requested that the Parks, Recreation and Community Services Committee review the survey before going out to the public.
- Wellness Centre Update
  - Director of Community Services informed Committee that a draft copy of the consultant's report has been received, with requested amendments. Next steps are for the Town Centre Concept to be adopted. The Director requested that Community Services Committee, Economic Development Committee, and CAO Dawn Chaplin meet next Wednesday, January 21<sup>st</sup> to discuss the report if the Town Centre report is adopted. Committee agreed to meet. Director to discuss proposed time of January 21<sup>st</sup> @ 7:30pm with the Economic Development Officer.

- Ball field Extension & Lights Update
  - The Director of Community Services informed Committee that she has requested a cost estimate from Grand Concourse for the above initiative along with estimated timelines.
  - Director also noted that although there is value in a larger field for national tournaments, before proceeding with an extension to include it as part of UTC Study, to ensure there is still a need for an extension. Councillor Thorne-Gosse noted that this was part of the plan for the UTC facility and that this is something that needs to be done.
- Dog Park
  - Director noted that this will be discussed at a Finance and Administration Meeting.
- Bravery Awards
  - Committee discussed bravery awards. Two awards will be presented in Council on February 2<sup>nd</sup>, 2015 Council Meeting.
- Gateway Signage
  - Councillor Thorne-Gosse requested that Gateway Signage remain on the agenda for discussions and updates.
  - Signage will be in place as soon as frost is out of the ground.
- UTC Sports Complex
  - Sponsorship to be reviewed and discussed and need to be emphasized as a priority item.
- Items for Community Guide and Program Costs (February/March Events)
  - Lengthy discussion was held. Looking at costs of all programs.
  - As the Town is emphasizing green communications, guides will be available on the website. Three hundred printed copies will be available. A listing of programs is included as information in the Minutes and will be included in the next brochure/program.
  - Should residents wish to have a hard copy, they can contact the Town Office.

Councillor Smith questioned Cooking for Wellness and advised that there are two calls for proposals with the Department of Health that Committee may want to look at for funding purposes.

She questioned Walking for Wellness, indicating she's heard positive feedback on this program. It's a program we should be talking more about and getting more people out there. It's a great activity to reduce chronic disease. Councillor Thorne-Gosse advised that program was started with a grant. The Town paid weekly for the walking track. Due to budget cuts, talk was to eliminate paying weekly and participants can pay their toonie at the Arena, and continue with the Lunch and Learns. Councillor Smith discussed looking into memberships for the walking track.

Mayor Tapper advised that it's a costly venture for the Town, costing \$150.00 per week when the program was running. It really needs to be researched to see exactly how much money the Arena would make if the Town didn't pay. Approximately 100 people or more are utilizing this now, not only residents of Torbay. The event is a great way to get people out. He advised that he talked to a couple Board Representatives to see of some juggling with ice rental hour. It's seniors who are impacted here. Councillor Thorne-Gosse advised some events should be regional. Director and

Sports and Wellness Coordinator are meeting with Arena Manager, tomorrow, January 20<sup>th</sup> to relay on concerns. May discuss regional piece, as well.

### **Public Works**

Councillor Smith advised that Committee did meet, majority of meeting related to the Depot project; however, there is no report included for tonight's Meeting. She advised that project management milestones are on the wall in the Director's office and were reviewed. The project is on target to be delivered by September 30<sup>th</sup>. To meet funding deadlines, this gives the Town a 90-day buffer. She advised she's pleased to report that cost has decreased due to reduction in size of overall footprint of the building. Information will be shared as soon as possible. As Chair, will be meeting with CAO in absence of the Director. The Director will provide the minutes as soon as possible.

Mayor asked Chair to discuss the Kinsmen Centre parking lot at the next Public Works Committee Meeting. He advised he has been getting complaints of activities there both in afternoons and late nights. It's impossible to lock the gate most times, but did call the RNC contact Sergeant Foley to notify him of issues. The following was discussed:

- Surveillance cameras and related equipment installation.
- Evidence – if neighbours could provide vehicle plate numbers, pictures, videos, etc.
- It was noted to ensure all complaints are logged and directed to the Director of Public Works.

### **ADVISORY COMMITTEES**

#### **Environment**

The Town of Torbay Environment Advisory Committee Draft Terms of Reference was included for Council's review. See motions below:

029-15      Motion – Deputy Mayor Gallant / Councillor Roche

**RESOLVED THAT** the Town of Torbay rescind Motion No. 167-14, Council Meeting of April 14, 2014, to adopt the Environmental Advisory Committee Terms of Reference.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

030-15      Motion – Deputy Mayor Gallant / Councillor Roche

**RESOLVED THAT** the Town of Torbay adopt the Town of Torbay Environment Advisory Committee Draft Terms of Reference, as presented at the Public Council Meeting of January 19, 2015.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Mandate was questioned in the Terms of Reference and clarification was requested in relation to community sustainability. Deputy Mayor advised that community sustainability means to build a community that's environmentally sustainable – that we don't cut all trees, drain bogs – to ensure the Town can sustain itself in the future. Looking at long term viability of the Town with regards to environmental sustainability.

It was noted that there's a change in membership – Mayor Tapper is now the Liaison and Council Representative. Mayor advised that from group, only one person has declined membership. There are seven members. A meeting is scheduled for the first Thursday in February, which all members will be in attendance.

### **Heritage**

Councillor Roche advised a meeting will be scheduled in the near future.

### **LIAISON COMMITTEES**

#### **Jack Byrne Arena**

No report.

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

No report.

#### **Torbay Harbour Authority**

No report.

**Torbay Volunteer Fire Department**

The following reports/minutes were included in Council's packages for information:

- TVFD Meeting Notes – October 6, 2014
- TVFD Meeting Notes – October 20, 2014
- TVFD Meeting Notes – November 3, 2014
- TVFD Meeting Minutes, dated November 17, 2014
- TVFD Meeting Notes – December 1, 2014
- TVFD Meeting Notes – December 15, 2014

Councillor Scott provided highlights of the above, including:

- Fireworks regulations were discussed and will be researched.
- There were a total of 244 calls for 2014.
- There have been 11 emergency calls since last meeting, bringing number of calls up to 13 for the New Year.
- Members questioned hydrant on Seaview and has been forward to the Director of Public Works.
- Members expressed some disappointment with the training budget. An email has been sent to Cao to revisit.

**Urban Municipalities Committee**

Mayor Tapper advised that the UMC Meeting is taking place January 30<sup>th</sup> and 31<sup>st</sup> in Bay Roberts. Both he and Councillor Scott are attending.

The MNL Avalon Regional Meeting, previously scheduled for January 23<sup>rd</sup> and 24<sup>th</sup> has been rescheduled to March 13<sup>th</sup> and 14<sup>th</sup>.

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

Mayor Tapper advised that a meeting is scheduled for Wednesday, January 21<sup>st</sup> at 5:00 p.m.

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

No report.

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

No report.

**Eastern Regional Service Board**

No report.

**Holy Trinity Elementary School Council**

No report.

**NEW BUSINESS**

***Mayor Tapper*** - Pass

***Deputy Mayor Gallant***

Deputy Mayor Gallant thanked staff for putting in extra time and effort outside normal hours in relation to 2015 tax invoices/levy.

He discussed Green Rock E.V.S., who recently applied for green funding for electric charging stations – green infrastructure around St. John’s and Metro areas.

Deputy Mayor discussed different projects ongoing - Public Works are working on the new Town Depot, Flag Raising Event for Eating Disorder Foundation of NL – projects and events are in danger of not being accomplished without proper plans and timelines. Project plans need to be in place or we will miss targets.

***Councillor Hall*** - Absent

***Councillor Roche*** - Pass

***Councillor Scott***

Councillor Scott discussed safety and helmet use at the Jack Byrne Arena. He asked that the Town forward a letter to the Arena requesting that they make helmets mandatory for all on the ice. Mayor Tapper to forward letter. Deputy Mayor noted that it is mandatory under 17 or 18. At last meeting, a motion was passed to come back with recommendation for all to wear.

He discussed that he has received complaints of people plowing snow across roads. There are safety concerns of snow in the road and issues relating to drainage, once drains are filled in with snow. CAO advised that letters are written to individuals/contractors in question reminding them that snow cannot be plowed across road, however the Town cannot enforce.

***Councillor Smith*** - Pass

***Councillor Thorne-Gosse*** - Pass

**QUESTION & ANSWER SESSION**

Mayor Tapper referred to the Gallery and asked if anyone had any questions concerning tonight's Council Meeting. The following had comments/questions:

- Applicant – Building Application, Portion of Civic 122-156 Quarry Road Extension.
  - Applicant discussed development applications on Quarry Road Extension, under the Building Application Report, dated January 16, 2015.
    - She thanked the Deputy Mayor for trying to get a copy of the Transport Canada Study.
    - She questioned the last time Council reviewed the study, especially Committee Members who recommended application be denied. She's advised it's unfair that Committee deny application based on study seen back in 2012.
    - Mayor advised that Committee has not seen report, however, opinion and information of engineer was tabled at a Public Council Meeting. He advised that the Transport Canada report is very lengthy and technical, and indicated risks in the area.
    - Mayor discussed recent meeting with the City concerning water study. The Town will be visiting at Provincial level and meeting with Minister Hutchings. He discussed the business park, area from South Pond, from RCF Road to the ByPass Road - a number of issues that the Town is looking at, in particular safety to residents in the area. As long as no development proceeds, the impact on contaminations should not be adverse to residents there now.
    - Mayor advised the resident that should the Town receive regional water servicing, there is a possibility that their application could be considered again. Looking to get servicing for all areas.

**ADJOURNMENT**

031-15      Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the meeting be adjourned at 9:11 p.m., as there was no further business.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Smith and Thorne-Gosse)

Against Motion: 0

Abstained: 0

---

*Mayor*

---

*CAO/Town Clerk*