



MINUTES
PUBLIC COUNCIL MEETING
July 23, 2012

Minutes of the Regular Meeting of Council held in the Council Chambers, Town Hall on July 23, 2012 at 7: 30 p.m.

Members Present

Mayor Bob Codner
Deputy Mayor Geoff Gallant
Councillor Mike Byrne
Councillor Peggy Roche
Councillor Carol Ann Smith
Councillor Brian Whitty

Staff Present

Dawn Chaplin, CAO/Town Clerk
Brian Winter, Development and Planning Officer
Bernie Manning, Director of Public Works & Technical Services
Ann Picco, Executive Clerk

Regrets

Councillor Ralph Tapper

Gallery

There were a total of 5 people in attendance.

298-12 **Adoption of Agenda**

Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT that the Agenda be adopted, as presented.

Question called. Motion carried unanimously.

Adoption of Minutes

299-12 Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT the Minutes of the July 10, 2012, Public Council Meeting be adopted, with the following corrections:

- Page 4 – last paragraph, 2nd line – change “couple of months...” to “two months...”

- Page 4 – last paragraph, 2nd line – change the word “accepted” to “accept.”

Question called. Motion carried unanimously.

PROCLAMATIONS / PRESENTATIONS - None

CORRESPONDENCE

1. Correspondence from Miss Teen Northern Avalon – Sponsorship, Miss Teen Canada World Pageant 2012. ***For information purposes.***
2. Correspondence from developer requesting culvert or bridge across Torbay River near the Bypass Road to connect Reddy Estates and surrounding areas with Indian Meal Line. ***Development and Planning Officer to request drawings. Deferred to Planning and Land use Development Committee.***
3. Department of Municipal Affairs – Municipal Long Service Awards. ***For information purposes. Next year, Mayor Codner, Councillor Byrne and Councillor Roach can receive recognition.***
4. LW Consulting – Information concerning professional development, training and orientation for elected and administrative officials. ***For information purposes.***
5. Correspondence from resident concerning park property maintenance. ***Most work in the area has been completed. Regular maintenance will take place on a go forward basis. Mayor Codner to reply to resident.***
6. Home Share NL – Invitation to Home Share Presentation. ***For information purposes. Mayor Codner advised that any Member of Council can attend.***
7. City of St. John’s – Provision of water services. ***For information purposes. CAO to follow up with Mayor O’Keefe.***

CORRESPONDENCE & ACTION REPORT

The Correspondence and Action Report was discussed and accepted as presented.

Mayor Codner discussed correspondence from resident concerning unsafe bus stop, Item No. 23, under the Correspondence and Action Report, dated July 23, 2012. Council discussed history of this matter; and, Mayor Codner advised that he did meet with the resident last week, and met on site to look at options. No action has been taken as of yet.

COMMITTEE REPORTS

Economic Development

Councillor Roche gave an overview of items discussed at the Economic Development Committee Meeting, dated July 16, 2012.

Items discussed in the report included:

- Tourism Map
Completed and printed for distribution.
- Business Directory
Approved for printing last week. Once printed, copies will go to residents.
- Farmer's Market
Market has been rebranded. October 20th marks Small Business Week 2012.
- Welcome Kit
Brochure and kit bags were signed off on last week and gone to printing.
- Digital Attraction Brochure
Information is in process of being uploaded to USB drives.
- Website
Updates are ongoing.
- Community Profile
Economic Development Officer is in process of updating information.
- St. John's Regional Study
A review of the final version will take place later this coming week.
- Business Attraction Ads
Ads to be developed in coming weeks.
- Business Park Feasibility
Economic Development Officer provided an update on his work to date on the project.
- Area Chamber of Commerce
Economic Development Officer is in process of calling on local business leaders to revive a local chamber of commerce.
- Youth /School Project
Economic Development Officer is investigating a school enterprise competition with the Principal of Holy Trinity High.
- Torbay250 Update
Councillor Tapper provided an update on Torbay250's upcoming events.

Finance

The Financial Report, dated July 9 - 19, 2012, was accepted, as presented. Deputy Mayor Gallant read out payroll and accounts payable information as per the report:

Payroll for the period of July 9 - 19, 2012, for 61 employees totalled \$71,920.28.

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For the period of July 9 - 19, 2012, Accounts Payable invoices in the amount of \$291,995.26 were paid. These expenditures were within budget.

There are fifteen (15) Main Operating Invoices totaling \$235,710.68 for approval:

300-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Atlantic Industries Ltd., for Culverts, in the amount of \$7,384.55.

Question called. Motion carried unanimously.

301-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to BDO Canada, for 2011 auditing services, in the amount of \$17,964.81.

Question called. Motion carried unanimously.

302-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Credit Recovery Limited, for Collections May 2012, in the amount of \$16,587.96.

Question called. Motion carried unanimously.

303-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to DBI Garbage Removal, for Recycling for June 2012, in the amount of \$7,801.00.

Question called. Motion carried unanimously.

304-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to EC Boone, for Secondary Gateway Signs Progress Payment #1, in the amount of \$13,108.00.

Question called. Motion carried unanimously.

305-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to EC Boone, for Secondary Gateway Signs Progress Payment #2, in the amount of \$38,838.10.

Question called. Motion carried unanimously.

306-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Engineering and Environmental Products Inc., for Parts for Muffin Monster Repairs, in the amount of \$7,774.07.

Question called. Motion carried unanimously.

307-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Image 4 Digital Printing and Design, for Torbay250 Newsletter, in the amount of \$6,926.90.

Question called. Motion carried unanimously.

308-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Municipal Assessment Agency, for 3rd quarter assessment fees, in the amount of \$25,280.75.

Question called. Motion carried unanimously.

309-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Newfound Disposal Systems, for Garbage contract, in the amount of \$34,266.62.

Question called. Motion carried unanimously.

310-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Newfoundland Design Associates, for Dry Hydrant Study, in the amount of \$7,543.74.

Question called. Motion carried unanimously.

311-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Newfoundland Power Co. Ltd., for Street lighting, June 2012, in the amount of \$16,195.41.

Question called. Motion carried unanimously.

312-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Receiver General for Canada, for Payroll Remittance for July 1 – 15, 2012, in the amount of \$25,440.25.

Question called. Motion carried unanimously.

313-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Trio Benefits, for Group benefits for July 2012, in the amount of \$5,598.52.

Question called. Motion carried unanimously.

314-12 Motion – Deputy Mayor Gallant / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to WJ Fireworks, for Canada Day fireworks, in the amount of \$5,000.00.

Question called. Motion carried unanimously.

There are no capital invoices presented for approval.

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

Human Resources and Administration

Councillor Byrne gave an overview of items discussed at the Human Resources Committee Meeting, dated July 17, 2012.

Items discussed in the report included:

- Development Control/Municipal Enforcement Officer
Jason Slade has tendered his resignation effective July 27, 2012, as he has accepted another position. CAO will be meeting with the Development and Planning Officer to discuss this matter and will bring back a recommendation to Committee on the job posting.
- Organizational Chart
Chart has been discussed and revised; and, will be submitted once discussions have taken place with staff.
- Office Hours
CAO has monitored office hours over the last six months; and, have confirmed the variety of means in which residents can contact staff at the Town Hall. No further queries were received, so Committee agreed this matter is closed. Town Hall office hours shall remain 8:30 am to 4:00 p. Monday to Friday.

- **Committee Meetings – Notification and Schedule**
Discussion took place regarding current Council Committee schedule. It was agreed that CAO would speak with respective Committee Members and Staff persons to confirm availability. Once confirmed, the new schedule will be implemented as soon as possible.
- **Event Notification**
It was agreed by all Committee members that meeting and major town event notifications will be sent out by Outlook until SharePoint is operational.
- **Council Strategic Planning**
Deputy Mayor spoke of the importance of Council meetings on off Monday nights to review and discuss current planning efforts. CAO will provide Committee with an update on our strategic planning implementation; and, will also follow up with Councillor Tapper regarding strategic planning.
- **Role of Council and Staff**
The discussion focused on the role of Council and staff as it pertains to the decision making process. Committee requested that on a go forward basis, that all Committee chairs be notified and extended the opportunity to attend meetings with the Provincial Government if it pertains to their respective committee chair focus.
- **Rules and Procedure of Council Meeting**
Discussion focused on process, communications and consistency. Committee asked CAO to develop a policy regarding Council meeting protocol.

Planning and Land Use

Councillor Smith gave an overview of items discussed at the Planning and Land Use Development Committee Meeting, dated July 18, 2012.

Items discussed in the report included:

1. **Development Proposals**
 - a. Proposal from 595 Indian Meal Line to subdivide and develop the property into 11 new unserviced building lots.
 - b. Proposal from property owners at Indian Meal Line to connect Cherrywood Drive to Skippers Landing. Motion to follow.
 - c. Letter from developer of Bayview Estates Phase I.
 - d. Proposal from property owner of 10 Kennedy's Brook Road to construct a 17 unit building. 15 of the units will be affordable seniors dwelling units.
 - e. Proposal for a commercial building at 947-957 Torbay Road.
 - f. Crown Land application for land off Bauline Line.
2. **Correspondence**
 - a. Reviewed correspondence from property owner at 36 Quigley's Lane.
 - b. Reviewed correspondence from Heritage Foundation of Newfoundland and Labrador. Seeking further clarification.
 - c. Correspondence from Town's planning consultant concerning a proposed car lot at 996 Torbay Road.
 - d. Correspondence from property owner of land at Yeo's Lane.

- e. Correspondence from property owner of land in the South Pond area.
- f. Correspondence from business owners at 884 Torbay Road, requesting that Town allow the expansion of their business.
- g. Copy of proposed plan for possible development of land off Browns Lane.
- h. Correspondence from property owner concerning a proposed subdivision of land at 1150 Torbay Road.

- 3. Other Items - This section was deferred and will be discussed at the next Committee Meeting.
 - a. Flood Plain Analysis
 - b. Habitat Management Plan
 - c. Communication with Pine Ridge Area

1. Development Proposals

- b) **Proposal from property owners at Indian Meal Line to connect Cherrywood Drive to Skippers Landing.**

315-12 Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT the Town of Torbay give Country Living Homes Limited approval in principal so they can proceed with engineering and design work on the proposed 11 lot unserviced subdivision as outlined on Mae Design drawing number 1, project no. 2012.056. No permits will be issued until all standard conditions for developing within the Town of Torbay are met, with the addition of a grading plan and a drainage plan to be provided and a Development Agreement is signed. As per normal procedure the proposal will be sent to the Public Works Department and Recreation Department for review.

Question called. Motion carried unanimously.

Deputy Mayor Gallant left the Council Chambers at 7:59 p.m., as it was determined that he was in a conflict of interest.

For information purposes, Councillor Smith advised that as per the Applications Approved section of the Building Application Report, dated July 20, 2012, the following applications have been approved and permits have been issued since the last public Council Meeting:

<i>Application Number</i>	<i>Location</i>	<i>Proposal</i>
9771-12	82-84 Bauline line	General Repairs
9772-12	320 Indian Meal Line	General Repairs
9773-12	28-30 Reddy Drive	General Repairs/ Deck Extension
9774-12	927-939 Torbay Road	General Repairs
9775-12	2 McFayden Place	General Repairs / 8' X 20' Deck
9778-12	25 Blackberry Crescent	Gazebo & Replace Fence
9779-12	86 Marine Drive	General Repairs & New Deck

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9782-12	31 Birchy Nap Hill Road	Extension to Deck & General Repairs to Residence
9783-12	22 Quarry Road	General Repairs
9787-12	1-7 Indian Meal Line	General Repairs
9791-12	20 Edgewater Lane	Single Family Dwelling

Deputy Mayor Gallant returned to the Council Chambers at 8:01 p.m.

Building Applications for Approval

Application: 9767-12
Location: 13- 15 Duggan Place (130 G North Pond Road)
Proposal: Single Family Dwelling
Zoning: Residential Medium Density (RMD)

316-12 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT the Town of Torbay approve application 9767-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the following conditions:

1. The development shall meet the normal building requirements of the Town.
2. The property shall be serviced with municipal water and sewer services. This lot was included in the infill water study.
3. Applicant to provide a Plot Plan showing the proposed location of the new residence.
4. It is the applicant's responsibility to extend water and sewer as per Town requirements in conjunction with the "Municipal Water, Sewer and Roads Master Construction Specifications" as published by the Province of Newfoundland and Labrador, Department of Municipal Affairs.
5. It is the applicant's responsibility to extend Duggan's Place as per Town requirements in conjunction with the "Municipal Water, Sewer and Roads Master Construction Specifications" as published by the Province of Newfoundland and Labrador, Department of Municipal Affairs.
6. A proper turn around shall be constructed as per Town specifications.

Question called. Motion carried unanimously.

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Application: 9776-12
Location: 1650 Torbay Road
Proposal: 20' x 26' Extension to Existing Dwelling, 2nd Storey
Zoning: Residential Infill (RI)

317-12 Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT the Town of Torbay approve application 9776-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the following condition:

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

Question called. Motion carried unanimously.

Application: 9777-12
Location: 17 Belleventure Place (portion of 1199-1203 Torbay Road)
Proposal: Single Family Dwelling
Zoning: Residential Infill (RI)

318-12 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT the Town of Torbay approve application 9777-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the following conditions:

1. All normal conditions and requirements for building within the Town of Torbay.
2. Provincial Government Services Centre, Operations Division Certificate of Approval is required for lot layout, well and septic system prior to release of a Building Permit.

Question called. Motion carried unanimously.

Application: 9780-12
Location: 9-21 Country Drive (Lot 1)
Proposal: Single Family Dwelling
Zoning: Residential Medium Density (RMD)

319-12 Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT the Town of Torbay approve application 9780-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the following conditions:

1. The development shall meet the normal building requirements of the Town.
2. The property shall be serviced with municipal water and sewer services. This lot was included in the infill water study.
3. The development is subject to refundable security deposits for road damage and water and sewer connection in accordance with Council Policy.
4. Applicant to provide a Plot Plan showing the proposed location of the new residence. This lot will require a smaller depth home due to the depth of the lot.

Question called. Motion carried unanimously.

Application: 9781-12
Location: 9-21 Country Drive (Lot 2)
Proposal: Single Family Dwelling
Zoning: Residential Medium Density (RMD)

320-12 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT the Town of Torbay approve application 9781-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the following conditions:

1. The development shall meet the normal building requirements of the Town.
2. The property shall be serviced with municipal water and sewer services. This lot was included in the infill water study.
3. The development is subject to refundable security deposits for road damage and water and sewer connection in accordance with Council Policy.
4. Applicant to provide a Plot Plan showing the proposed location of the new residence.

Question called. Motion carried unanimously.

Application: 9784-12
Location: 17 Cullen's Lane
Proposal: 16' X 24' Extension to Residence
Zoning: Residential Medium Density (RMD)

321-12 Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT the Town of Torbay approve application 9784-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the following conditions:

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

- 2 Provincial Government Services Centre, Operations Division Certificate of Approval is required for lot layout, well and septic system prior to release of a Building Permit.

Question called. Motion carried unanimously.

Application: 9785-12
Location: 3 Pinch Creek Place
Proposal: 28' X 28' Accessory Building
Zoning: Residential Large Lot (RLL)

322-12 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT the Town of Torbay approve application 9785-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the condition that the use of the accessory building is restricted to residential accessory uses.

Question called. Motion carried unanimously.

Application: 9786-12
Location: 55 Western Island Pond Drive
Proposal: 18' X 24' Accessory Building
Zoning: Residential Large Lot (RLL)

323-12 Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT the Town of Torbay approve application 9786-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the condition that the use of the accessory building is restricted to residential accessory uses.

Question called. Motion carried unanimously.

Application: 9788-12
Location: 18 Streamside Lane
Proposal: 20' X 24' Accessory Building
Zoning: Residential Large Lot (RLL)

324-12 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT the Town of Torbay approve application 9767-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the condition that the use of the accessory building is restricted to residential accessory uses.

Question called. Motion carried unanimously.

Application: 9789-12
Location: 26 Woodfine's lane
Proposal: 24' X 29' Attached Garage & General Repairs
Zoning: Residential Infill (RI)

325-12 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT the Town of Torbay approve application 9767-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the following conditions:

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

Question called. Motion carried unanimously.

Application: 9790-12
Location: Portion of 58-60 Evenings Path
Proposal: Single Family Dwelling
Zoning: Residential Infill (RI)

326-12 Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT the Town of Torbay approve application 9767-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the following conditions:

1. All normal conditions and requirements for building within the Town of Torbay.
2. Provincial Government Services Centre, Operations Division Certificate of Approval is required for lot layout, well and septic system prior to release of a Building Permit.

Question called. Motion carried unanimously.

Application: 9533-11
Location: 1-3 Cordelia Crescent
Proposal: Single Family Dwelling
Zoning: Residential Large Lot (RLL)

327-12 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT the Town of Torbay approve application 9767-12 under the Applications for Approval section of the Building Application Report, dated July 20, 2012, subject to the following conditions:

1. All normal conditions and requirements for building within the Town of Torbay.
2. Provincial Government Services Centre, Operations Division Certificate of Approval is required for lot layout, well and septic system prior to release of a Building Permit.

Question called. Motion carried unanimously.

Business Applications to be Advertised

328-12 Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT the Town of Torbay defer the following Applications under the Applications to be Advertised section of the Business Application Report, dated July 20, 2012, pending public notification and consultation required in accordance with Regulation 33 of the Torbay Development Regulations, and that any explicit costs associated with the public notification and consultation be paid in advance by the applicant.

<i>Application Number</i>	<i>Location</i>	<i>Proposal</i>
B1091-12	51 Western Island Pond Drive	Home Office for a Construction Business
B1092-12	48 North Pond Road	Home Office for a Propane Service Business
B1093-12	5 Sallesnik Lane	Home Office for a Consulting Business
B1094-12	393 Bauline Line	Home Office for a Excavating Business
B1095-12	1 Victoria Place	Home Office for a Consulting Business

Question called. Motion carried unanimously.

Business Applications to be Refused

Application: B1079-12
Location: 996 Torbay Road
Proposal: Used Car Sales Lot
Zoning: Mixed Development (MIX)

329-12 Motion – Councillor Smith / Councillor Roche

RESOLVED THAT the Town of Torbay refuse Application B1079-12 under the Applications to be Refused section of the Business Application Report, dated July 20, 2012, for the following reason:

1. Current zoning of Mixed Development does not allow for Used Car Sales Lot to operate in conjunction with a resident dwelling.

Question called. Motion carried unanimously.

Council discussed the above motion and Development and Planning Officer noted that advice from the Town’s planning consultant was requested on this application. Deputy Mayor Gallant called Point of Order, questioning why this application was recommended for refusal and he questioned procedure. Development and Planning Officer and Mayor Codner advised that this application does not meet Town’s regulations. Councillor Smith advised that it’s not a permitted use within the Town’s regulations; and, therefore, cannot be approved or deferred.

Crown Land Applications

Application: C1028-12
Location: Land to North of Jones Pond along Jones Pond Road
Proposal: Possible Future Residential Development
Zoning: Residential Subdivision Area (RSA)

330-12 Motion – Councillor Smith / Councillor Byrne

RESOLVED THAT the Town of Torbay approve Application C1028-12 under the Crown Land Application Report, dated July 20, 2012.

Question called. Motion carried unanimously.

Deputy Mayor discussed green space, Jones Pond Road area, the outer loop trail, and Crown Land. He advised that in discussions with the Recreation Committee, it was noted that the Town can approach the Provincial Government to obtain crown land for recreation purposes at a cost of \$1.00, as long as it’s for recreation purposes. Development and Planning Officer clarified that we don’t know for sure if property is Crown Land. It’s up to the applicant to prove that it is. Under

Development Regulations, the Town can take property for green space; and, can therefore group 10% together to get the green space.

Public Works

Councillor Whitty advised that there was no Public Works Committee Meeting held, however, the Director of Public Works and Technical Services did provide a report outlining some items of discussion.

331-12 Motion – Councillor Whitty / Councillor Smith

RESOLVED THAT the Town of Torbay award tender for 2012 Road Improvements and Paving (Gas Tax) to Weirs Construction Ltd. in the amount of \$260,261.60. The awarded tender will include road improvements and paving for Seaview Ave. and Evening's Path.

Question called. Motion carried unanimously.

332-12 Motion – Councillor Whitty / Councillor Smith

RESOLVED THAT the Town of Torbay defer proposed motion to include Western Island Pond Road into the Town's Capital Investment Plan (CIP) when considering funding for road improvements.

Question called. Motion carried unanimously.

Council discussed and questioned the above proposed road improvements to Western Island Pond Road; and, it was agreed to defer to the next meeting.

Recreation, Parks and Community Services

Deputy Mayor Gallant gave an overview of items discussed at the Recreation Committee Meeting, dated July 18, 2012.

Items discussed in the report included:

- Development Applications – Bourne Holdings and YBC Development. Staff are working together on the proposal.
- Recreation Master Plan and Wellness Centre – discussed reviewing concept plan for the Wellness centre and funding.
- Funding - decided to meet with outside departments to see what funding we can avail of.
- Muir's – Councillor Tapper provided an update on the July 30th commemorative name plate presentation at Holy Trinity Cemetery.
- Porta Potties – Soccer Association has booked the grounds at Holy Trinity Elementary School and have requested approval from the School Board. It is the Soccer Association's responsibility.
- Tidy Towns – Arriving on August 8th for official judging.

Technical Services

No report.

SPECIAL COMMITTEES OF COUNCIL

2012 Celebrations

Councillor Roche provided an update on the Torbay250 Commemorations celebrations that Councillor Tapper provided at the Economic Development meeting:

- Great Big Sea Concert is taking place on August 4th. Over 1,000 tickets have been sold at this time. Shelly Case is looking after the project. Funding has been secured for Torbay250 seniors.
- A dinner theater is taking place at the high school
- The play *1762: The Taking of Torbay* is taking place from August 5 – 26th.
- The Musical *Solomon Gosse's Birthday* is taking place from July 27th to August 24th.

LIAISON COMMITTEES

Heritage/Museum

Councillor Byrne gave an overview of items discussed at the Torbay Heritage Committee Meeting, dated April 3, 2012, and the most recent meeting in June.

Items discussed in the report included:

- Incorporation - suggested changes to incorporation document and they will be finalized and presented in early September.
- Museum space and storage of artifacts has been an ongoing issue.
- Looking to fill the positions of Chair and Vice Chair.
- Funds have been put into trust, as per Town's solicitor.
- Two plays, *1762: The Taking of Torbay* and *Solomon Gosse's Birthday* are upcoming. Everyone is encouraged to attend.

Councillor Roche questioned the Genealogy Committee. Councillor Byrne advised that it's not active. This will pick up again in September.

Jack Byrne Arena

Deputy Mayor Gallant advised that there was a meeting on Thursday, July 19th. Items discussed included signage. The Arena is getting a new electronic billboard type of sign, which will be used to sell advertising. Deputy Mayor advised that the Arena doesn't have land to put the sign on and questioned if the Town could provide to the Arena. Preferred site is in the area of Kennedy Brook Drive. Department of Transportation and Works signage regulations was discussed, as well as the

Town's signage regulations. Development and Planning Officer to discuss with the Department of Transportation and Works and the Arena Manager.

Northeast Avalon Joint Council

Councillor Whitty advised that there are no meetings scheduled until September.

Northeast Avalon Regional Plan

No report.

Torbay Harbour Authority

Councillor Byrne discussed the food fishery, which opened last Saturday, July 21st. It's running until August 2nd. He reported that there were no issues/complaints at the Harbour Authority surrounding the food fishery. He discussed the use of lifejackets while on the water and making safety a first priority.

He advised that someone had put up no trespassing signs in Tappers Cove. No one knows where the signs came from; and, he recommended that Town staff take them down. He advises that the signs were causing no hindrance; and, this matter will be resolved in the near future.

Councillor Byrne asked if the Town could help in securing funding for a student for next year; possibly combine with Town related work.

Torbay Volunteer Fire Department

- Fire Protection Mutual Aid Agreement – Town of Portugal Cove – St. Philip's and Town of Torbay.
- Fire Protection Mutual Aid Agreement – Town of Pouch Cove and Town of Torbay.
- Fire Protection Mutual Aid Agreement – Town of Logy Bay – Middle Cove – Outer Cove and Town of Torbay.

Council discussed the above mutual aid agreements; and Councillor Byrne noted that the Town of Pouch Cove have signed off on their agreement already.

Mayor Codner commented on intent/specification in some areas of the agreements, including equipment use and staff use, and recommended correction and legal interpretation/review in some areas of the agreements.

Councillor Roche left the Council Chambers at 8:49 p.m.

Council discussed that as these were standardized forms from Fire and Emergency Services, they questioned if they should be changed and the impact to the already signed off agreements. CAO to investigate before referring for legal review.

Councillor Byrne discussed the newsletter, Atlantic Fire Fighter. There is an article about Torbay on page 3 of the newsletter highlight our Fire Fighter of the Year and Torbay Volunteer Fire Department celebrating 38 years. He has a copy if anyone would like to view.

Urban Municipalities Committee

Councillor Smith discussed the Discussion of Prime Consultant Agreements, June 16, 2012; and, the matter that there could be some funding coming in relation to the waste water strategy. She advised that the Town start a proposal as soon as possible, so we are prepared.

NEW BUSINESS

Mayor Codner

Mayor Codner discussed water levels at North Pond, which as of Friday, July 20th, was significantly down two feet. He suggested putting out a green communications notice to all residents asking to conserve water. Should conditions get works, a possible water ban. Councillor Smith suggested addressing all residents in the community, not just specific to residents who are on the Town's water supply.

Mayor thanked the Director of Public Works and Technical Services and the Public Works Staff for their work in flushing of lines. Residents have noticed improvement in quality and taste of water.

Deputy Mayor Gallant

Deputy Mayor discussed the speed bumps at Forest Landing playground and Pine Ridge. He questioned why there were two speed bumps in Forest Landing as there are areas of Town where one speed bump could be located. Referred to Public Works.

Deputy mayor discussed green communications. He advised he's received feedback from residents that the notices were going out at inappropriate times. He discussed the creation of a policy/guidelines for using this system. Councillor Smith advised that Call Centres have standards – 12:00 p.m. to 8:00 p.m., depending on limitations to provider. Deputy Mayor moved to develop a policy relating to green communication system; however, Mayor Codner advised that he had to serve a notice of motion. CAO advised that it's an operations matter and no need for motion or deferral to committee, as it's a day to day administrative matter. Deputy Mayor serviced notice of motion – he will be bringing forth a motion that the Town develop a policy/guidelines for the green communication system.

Councillor Byrne - Pass

Councillor Roche - Pass

Councillor Smith - Pass

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Councillor Tapper - Absent

Councillor Whitty - Pass

ADJOURNMENT

333-12 Motion – Councillor Smith / Councillor Whitty

RESOLVED THAT the meeting be adjourned at 9:05 p.m., as there was no further business.

Question called. Motion carried unanimously.

Mayor

CAO/Town Clerk