



MINUTES
PUBLIC COUNCIL MEETING
March 17, 2015

Minutes of the Regular Meeting of Council held in the Council Chambers, Town Hall on March 17, 2015 at 7:32 p.m.

Members Present

Mayor Ralph Tapper
Councillor Peggy Roche
Councillor Craig Scott
Councillor Mary Thorne-Gosse

Staff Present

Dawn Chaplin, CAO/Town Clerk
Tina Auchinleck-Ryan, Director of Community Services
Bernie Manning, Director of Public Works & Technical Service
Ann Picco, Executive Clerk
Brian Winter, Director of Planning

Regrets

Councillor Carol Ann Smith
Deputy Mayor Geoff Gallant

Gallery

There were a total of 3 people in attendance.

Adoption of Agenda

099-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Agenda be adopted, as presented.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Adoption of Minutes

100-15 Motion – Councillor Roche / Councillor Scott

RESOLVED THAT the Minutes of the March 2, 2015 Public Council Meeting be adopted, as presented.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

PROCLAMATIONS / PRESENTATIONS / QUESTION & ANSWER SESSION

- Development Applicants – 1147 Torbay Road for Dog Kennel/Daycare Business.
 - Three applicants were in attendance at tonight’s Council Meeting, and advised that they can answer any questions and concerns that Council may have.
 - It was noted that Deputy Mayor Gallant and Councillor Smith are not in attendance at tonight’s meeting, and both are on the Planning, Land Use and Development Committee.
 - They advised they’re motivated to start their business. Once approval received and everything in order, they can move forward with purchasing house.
 - Mayor Tapper advised that this application will be dealt with in the Business Application Report, under the Planning, Land Use and Development Committee section. He advised there’s another Question & Answer session at the end of the meeting for further opportunity to comment and/or ask questions.
 - Mayor had questions concerning urine, feces removal and number of dogs on site at one time.
 - Applicant advised there will be approximately 25 dogs per day for the daycare. There’s not a lot of time that the dogs will be outside, which will make a difference to amount of feces and urine going into the ground. With the animals inside, they’ll have more control as to what happens to it. They also advised that there will be concrete pad outside, which can easily be mopped up.
 - Mayor advised that the area in question is residential. He discussed the plans for expansion in the business plan.
 - Applicant advised expansion will be for grooming and daycare. They will apply again when they plan to expand their business.
 - Mayor thanked the applicants for attending tonight’s meeting, further indicating that they’re welcome to stay for the entire meeting, and that they should stay until the Planning, Land Use and Development reports, and their application, are reviewed by Council.

MAYOR'S REPORT

Mayor Tapper provided a report, dated February 27 – March 12, 2015, of his work and connections that he has made in the community over the past couple of weeks. Highlights included:

- March 5th – Regional Mayor's Meeting
 - Mayor noted that he attended a regional mayors meeting in Portugal Cove-St. Philip's. It was the first meeting of the year. Minister Brazil and MHA Parsons were invited. Torbay CAO and Portugal Cove-St. Philip's CAO were in attendance to take notes and deal with some initiatives.
 - Discussions included:
 - Development inspection and control.
 - Possibility of area hosting NL Summer games in near future.
 - Municipal ticketing.
 - CAO arranged meeting with key staff from all towns in the area to get together this Friday to discuss regional issues.
- March 11th – East Coast Trails Association
 - East Coast Trails did a presentation concerning overview of the value of the whole trail system, especially as it relates to tourism in the province.
 - The Town has a memorandum of agreement in place with the East Coast Trail Association, and they're hoping to get other towns to follow suit.
- March 12th – Public Meeting
 - A public meeting was held at the Kinsmen Centre concerning the Municipal Plan Review. It was a good meeting and full house. Those attending had opportunity to ask questions. There is still opportunity for written input if residents so wish.

CORRESPONDENCE

1. Dieticians of Canada – Dietitians Day, March 18, 2015. ***For information purposes.***
2. Correspondence from resident concerning development and water/sewer connection on Gosse's and Rodger's Crescent. ***Referred to Public Works Committee and Planning, Land Use and Development Committee for further research. Director of Public Works to check records/history and cost to extend back out to Indian Meal Line.***
3. Correspondence from Development Applicant concerning Application for doggie day care, boarding and training facility at 1147 Torbay Road. ***Application will be dealt with in the Business Application Report, under the Planning, Land Use and Development Committee section.***
4. Correspondence from Co-Founder/Head of the East Coast Trans Alliance – Trans Day of Visibility – March 31, 2015. ***Mayor to make contact and respond that the Town will participate.***
5. Correspondence from teacher, Holy Trinity High School – Request for support for trip to Beaumont Hamel, France. ***Referred to Finance and Administration Committee and Parks, Recreation and Community Services Committee.***

6. Northeast Hockey Association, AAA Peewee Hockey Team – Request for Sponsorship/Donation. *Referred to Finance and Administration Committee.*

CORRESPONDENCE & ACTION REPORT

The Correspondence and Action Report, dated March 17, 2015, was discussed and accepted as presented.

- Mayor Tapper discussed Habitat for Humanity. Executive Clerk went back through the Council Minutes and provided a copy of discussions back to 2010 – information can be available to Councillors should they wish to review the history. He advised that Council should revisit and pursue ways of getting the group into Torbay. Councillors are more than welcome to bring up again to revive through the Minutes and through the Correspondence and Action Report.

COMMITTEE REPORTS

Planning, Land Use and Development

Councillor Scott provided an overview of items discussed under the Planning, Land Use and Development Committee Meeting Minutes, dated March 10, 2015.

Items discussed in the report included:

Development Proposals

- a) Business proposal for 1147 Torbay Road requesting a Plan Amendment to allow for the operation of business that is currently not permitted in the area.

March 10, 2015 Planning, Land Use and Development Committee Meeting:

- Committee reviewed application and information provided. It was agreed that this type of business is one that is becoming very popular and would be a good fit in Torbay.
- As with past meetings, Committee's main concern with this application is the handling of feces and urine. From the information provided, it was agreed that the applicant has an acceptable plan in place for the removal of feces, so this is no longer a concern. As for the handling of urine, it was agreed that the suggestion by the applicant to have a separate storage tank installed to catch the urine, which would be pumped as required, should be okay. This will form part of the recommended approval in principal conditions.
- There was also some discussion of possible noise from the business. It was agreed that the business would be operating between 7:30 am to 6:30 pm; therefore, it is outside of the Town's noise bylaw.

- It was also agreed that the Director of Planning would provide a notification to the neighboring property owners to make them aware of the Town's approval in principal.
 - This application will be dealt with in the Business Application Report dated March 13, 2015, application number D2015-019.
 - It was noted that the application is for a Doggy Daycare and Specialty shop. The kennel operation will be dealt with at a later date.
- b) Proposal from property owner 76 Dunphy's Lane to demolish the existing home and replace it with a new home.
- Committee reviewed the proposal provided and it was agreed that while there is an existing home on the property, it is still considered a legal nonconforming use (because of its excessive setback). Therefore, if it were to be completely removed, then the use would cease to exist and a new build would not be permitted on the property. Currently the home is more than the permitted 32 meter setback from the publicly maintained road.
 - The best option for the property owner is to renovate the property at which time he can increase the size of the dwelling by 50%.
 - Committee Chair questioned as to whether or not the Town has ever considered amending the regulations to allow such homes to be rebuilt. The Director noted that he has been with the Town for nearly 10 years and he hasn't seen such a request.
 - Committee agreed that the Director of Planning should meet with the property owner to inform him of his options.
- c) Proposal from property owner 3 Riverview Place to construct a 24 x 44 Accessory Building.
- Committee reviewed the proposal provided and it was agreed that the proposed accessory building does not meet the size requirements for an accessory building on the size of lot that the applicant currently owns.
 - This application will, be dealt with in the Building Application report dated March 13, 2015 application number B2015-021.
2. Correspondence
- a) NIMBY information from the Canadian Home Builders Association.
- This information was provided by Councillor Roche for information purposes.
- b) Letter from the St. Nicholas Anglican Church concerning land on Bauline Line.
- Committee reviewed the letter and it was agreed that it should be incorporated into the Town Plan Review.
- c) Correspondence from the Department of Municipal and Intergovernmental Affairs in relation to proposed changes to the Urban and Rural Planning Act and the Appeal process.
- Committee reviewed the information provided. It is in agreement with all proposed changes with the exception of item (iv) which deals with Stop Work Orders. Committee feels that this issue should be also addressed by the commissioner or during the screening process to take the authority of issuing a stop work order on the appeal away from Council.
 - The Director of Planning will write the Department to provide the Town's feedback.

- Councillor Scott noted that at the MNL Avalon Regional Meeting this past weekend, this issue was discussed.
 - MNL were concerned that they didn't receive letter from the Provincial Government; and, therefore, did not have a chance to formulate a response. It was noted that at first glance, everything in the letter looks good. But, when you further read and research, there may be issues that could be problematic, especially in relation to stop work orders. The suggestion at the time was that towns write back and ask for an extension to the March 20th deadline, so that MNL can further investigate.
 - Mayor Tapper and Council agreed that the Town should take MNL's advice. Director of Planning to write letter as per Mayor's request.
- d) Correspondence from the City of St. John's in relation a proposed change to zoning in the White Rose Drive Area.
 - Committee reviewed correspondence and the main concern that Committee has with the proposal is the addition of traffic onto Torbay Road, which is already congested during peak traffic times. It was agreed that the Director would respond to the email with Committee's concerns.
- e) Inquiry from property owner 381-383 Indian Meal Line to expand his current Auto Body Detailing business to include the selling of used cars.
 - Committee reviewed the inquiry from the property owner and it was agreed that the business type being proposed is neither a permitted nor discretionary use within the Residential Medium Density Land Use Zone.
 - Director of Planning will meet with the property owner to discuss.
- f) Correspondence from property owner at 43 Lower Street in relation to home being constructed next to his property.
 - Committee reviewed correspondence received. The Director of Planning noted that:
 1. A permit was issued on the property in October 2014 after the property owner fulfilled all requirements as required by Council to obtain his building permit.
 2. Council was well within its authority to reduce the rear-yard depth from 9 meter to 6.25 meters in this case.
 3. As for point three of the property owner's letter, Committee questioned if he is indeed a business in the Town. Director of Planning noted that he is not a registered business and he isn't sure if it can be considered a business. Director will do some research into this type of operation.
 - Committee agreed with the Director's points and suggested that he follow up with the property owner on the points noted above.
 - Councillor Scott noted that the owners rent the house out to people as a vacation home, and it is rented for most of the summer months. Director of Planning advised that as this is a grey area, he will do further research.

3. Other Items

a) Drainage Ditch on Indian Meal Line, west of Peter's Place.

- The Director of Planning gave Committee an update on the progress of correcting the drainage issue in the area. The Director noted that he and the CAO had met with the Town's solicitor and engineer last week to discuss the issue. The Town is waiting on a report back from the Developer's engineer, which was due back in February.
- Committee suggested that the Town should write the developer to request a copy of the report and to set a deadline date. If the report isn't received within a set time frame, then the Town should have its engineer propose a solution to the problem and have it completed and charged back to the developer.
- Director of Planning to check with the CAO and Town's solicitor before writing the letter.
- Mayor Tapper advised that this is an ongoing issue that the Town has to deal with soon. He advised that at recent mayor's meeting, Minister Brazil and MHA Parsons were in attendance – they're committing funds for drains along Indian Meal Line to be upgraded and cleaned out to help correct the issue. He indicated that the Town should try to do something with the channel that is problematic coming down over the hill. We can ask them to provide us with their report but set a short deadline – possibly two weeks at most.
- CAO questioned if Minister Brazil's Office confirmed meeting date with Council. Mayor advised not as of yet - he wrote him to request meeting through MHA Parsons.

b) Item added by Committee Chair (Deputy Mayor)

- Deputy Mayor indicated that he had spoken with a property owner in the Motion Drive area wanting to start a business on her property.
- Director of Planning suggested that the property owner put her proposal in writing to the Town. The Director also noted that the Mayor was also speaking to the property owner and that he will be advising her of the same.

4. Planning, Land Use and Development Items for Correspondence and Action Report

a) Committee reviewed the table.

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>
C2015-025	44 Flora Drive	Single Family Dwelling
D2015-026	2 Eustace Lane	Second Driveway Access

Building Applications for Approval

Application: C2015-030
Location: 5 Oceanview Hill
Proposal: Removal of 20' x 14' section of existing dwelling & construction of 720 sq. ft. addition which includes living area and an attached garage.
Zoning: Residential Infill (RI)

101-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Approve Application C2015-030, under the Applications for Approval section of the Building Application Report, dated March 13, 2015, subject to the following condition:

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

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Application: C2015-023
Location: 15 Country Drive (Portion of 9-21 Country Drive)
Proposal: Single Family Dwelling
Zoning: Residential Medium Density (RMD)

102-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Approve Application C2015-023, under the Applications for Approval section of the Building Application Report, dated March 13, 2015, subject to the following condition:

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

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Application: C2015-024
Location: 17 Country Drive (Portion of 9-21 Country Drive)
Proposal: Single Family Dwelling
Zoning: Residential Medium Density (RMD)

103-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Approve Application C2015-024, under the Applications for Approval section of the Building Application Report, dated March 13, 2015, subject to the following condition:

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

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Building Applications to be Refused

Application: C2015-021
Location: 3 Riverview Place
Proposal: 44' x 24' Accessory Building
Zoning: Residential Medium Density (RMD)

104-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Refuse Application C2015-021, under the Applications to be Refused section of the Building Application Report, dated March 13, 2015.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

In relation to the above application, it was noted that the applicant can re-apply for a smaller size accessory building. The applicant is aware of this information.

Building Applications to be Deferred

Application: C2015-028
Location: 24 Byrne's Place
Proposal: 30' x 40' Accessory Building
Zoning: Residential Medium Density (RMD)

105-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Defer Application C2015-028, under the Applications to be Deferred section of the Building Application Report, dated March 13, 2015, for further review by the Planning Department.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Business Applications for Approval

Application: D2015-017
Location: 34 Byrne's Place
Proposal: Taxi Service Business
Zoning: Residential Medium Density (RMD)

106-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Approve Application D2015-017, under the Applications for Approval section of the Business Application Report, dated March 13, 2015, subject to the following conditions:

1. All normal conditions and requirements for operating a business within the Town of Torbay.
2. The business will be subject to business tax in accordance with the published schedule of taxes and fees for the Town of Torbay.
3. There shall be no parking of commercial vehicles on the property.
4. The approval is for one taxi vehicle to be parked on the property. If a second taxi vehicle is requested, a new application must be submitted.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Application: D2015-019
Location: 1147 Torbay Road
Proposal: Business for pet grooming, pet daycare services, and sales of pet supplies
Zoning: Mixed Development (MIX)

107-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Approve Application D2015-019, under the Applications for Approval section of the Business Application Report, dated March 13, 2015, subject to the following conditions:

1. All normal conditions and requirements for operating a business within the Town of Torbay.
2. The business will be subject to business tax in accordance with the published schedule of taxes and fees for the Town of Torbay.
3. The development shall comply with the Town of Torbay Parking Requirements.
4. Subject to a proposal for the disposal of feces and urine that is acceptable by the Town.
5. Subject to approvals from Service NL.
6. Any renovation to the property requires a separate building permit.
7. Residents in the area will be notified of the Approval in Principle.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Mayor Tapper discussed the above application in relation to the property. He discussed that soundproofing would be important as the area is close to other residents and important for the neighbourhood.

Application: D2015-018
Location: 430 Bauline Line
Proposal: Home office for a plumbing business
Zoning: Residential Infill (RI)

108-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Approve Application D2015-018, under the Applications for Approval section of the Business Application Report, dated March 13, 2015, subject to the following conditions:

1. All normal conditions and requirements for operating a business within the Town of Torbay.
2. The business will be subject to business tax in accordance with the published schedule of taxes and fees for the Town of Torbay.

3. There shall be no parking of commercial vehicles on the property.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Business Applications to be Deferred for Advertisement

Application: D2015-027
Location: 7 Woodbridge Lane
Proposal: Home Office for Contracting Business
Zoning: Residential Large Lot (RLL)

109-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Defer For Advertisement Application D2015-027, under the Applications to be Deferred for Advertisement section of the Business Application Report, dated March 13, 2015, as per Condition 11 of the RLL Land Use Zone and Regulations 10, 33 and 90 of the Torbay Development Regulations.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Application: D2015-029
Location: 393 Bauline Line
Proposal: Business for selling spray tanning products to salons and performing spray tans
Zoning: Residential Infill (RI)

110-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay Defer For Advertisement Application D2015-029, under the Applications to be Deferred for Advertisement section of the Business Application Report, dated March 13, 2015, 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.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, 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 March 5, 2015.

Items discussed in the report included:

➤ Updates

- Groundwater Assessment Report & Wastewater Predesign Report
 - The Economic Development Officer advised that final items were being added to both reports and that they would be presented at the next Council Meeting for adoption. The Economic Development Officer also advised that homes adjacent to the Business Park Feasibility area would be receiving water test kits for their homes next week and would have a 2.5 week period to collect samples and return to Town Hall.
- Town Centre Prospectus
 - The final portion of the overall Town Centre Concept Project is now complete. The Economic Development Officer is awaiting the final print out of the prospectus at the time of the committee meeting but is to receive them over the next day or so. He would then be utilizing them and sharing them with contractors and developers interested in getting involved in the project.
- Community Profile
 - The community profile project is now complete - CAO advised that they arrived today. Printing of the 2015 edition was around 25% of the printing of previous community profile and that the digital sharing of the online version of the profile would be the main method of sharing and using this useful marketing document for the town.
- Business e-Newsletter
 - The new electronic/e-newsletter was ready and would be dispersed to the business community in Torbay in five days' time. The newsletter is to be a tool to drive more information, news and awareness of Town projects to the business community – getting them more involved. The newsletter, as it is email based will also be a tool to push more business usage to the Town website.
- Business Awards
 - The Economic Development Officer advised that there have been some early nominations for the business awards - six in total, but that we have had more nominations than at the same time last year. One week for nominations was still available to the public. Nominations to be in by Thursday March 12th at 4pm for the 4 categories – Business of the Year, Entrepreneur of the Year, New Business of the Year and the new Customer Commitment Award.
 - Mayor reminded Council that the Business Awards scheduled for tomorrow night, March 18th, has been moved to this Friday night due to pending snow storm. CAO advised that she asked the Economic Development Officer to circulate the revised invite to Council.

- NL Irish Connections Festival
 - Festival planning remains on target, venues are all being booked and secured for the various events. Most importantly a call for volunteers, billets and musicians/entertainers will be going out to the public in mid-March to get more resident involvement. These contacts will be kept track of and then assigned to their preferred events/roles at the next planning meeting.
- Correspondence & Action Report Items
 - No items for follow up.
- New Business Leads
 - Two in this cycle for the Town Centre project.
- Any Other Business
 - No other business was tabled.
- Scheduling of the next meeting
 - Next meeting to be on Thursday March 19th at Town Hall at 10am.

Finance & Administration

The Finance and Administration Report, dated March 2-13, 2015, was accepted as presented. Councillor Thorne-Gosse read out payroll and accounts payable information as per the report:

Payroll for the period of March 2-13, 2015, 2015, for 37 employees totalled \$78,532.28. For the period of March 2-13, 2015, 2015, Accounts Payable invoices in the amount of \$206,935.30 were paid. These expenditures were within budget.

There were eight (8) Main Operating Invoices, in the amount of \$138,548.75 for approval:

111-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay approve payment to Altus Group, for Valuations for Town Center/Wellness Center, in the amount of \$13,560.00.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

112-15 Motion – Councillor Thorne-Gosse / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to CBCL Limited, for Town Center Feasibility, in the amount of \$23,914.42.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

113-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay approve payment to LW Consulting, for Human Resource Initiative, in the amount of \$5,141.50.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

114-15 Motion – Councillor Thorne-Gosse / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to T2 Ventures Inc., for Garbage Collection February 2015, in the amount of \$40,829.67.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

115-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay approve payment to Trio Benefits, for Group Insurance March 2015, in the amount of \$6,788.57.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

116-15 Motion – Councillor Thorne-Gosse / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Triware, for IT Support – Block of Time, in the amount of \$5,650.00.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

117-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay approve payment to Waterwerks Communications, for Attraction Video, in the amount of \$5,646.11.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

118-15 Motion – Councillor Thorne-Gosse / Councillor Roche

RESOLVED THAT the Town of Torbay approve payment to Workers' Compensation, for 2015 Assessment, in the amount of \$37,018.48.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

There was one (1) Capital Invoice, in the amount of \$91,835.10 presented for approval:

119-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay approve payment to Southern Construction (1981) Limited, for Progress Claim #1 – Lime Feed System, in the amount of \$91,835.10.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

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

Green Rock Charging Station Initiative

Further to correspondence tabled at a Public Council Meeting, attached is the quote to have a charging station installed at the Town Hall. Significant cost savings will be realized if the Town avails of the 80% discount before March 41, 2015. Finance and Administration Committee recommends the install of one charging station at the Town Hall. See motion below:

120-15 Motion – Councillor Thorne-Gosse / Councillor Roche

RESOLVED THAT the Town of Torbay proceed with the install of one charging unit at a cost of \$1,400.85 as per the quotation from W L Gordon Electrical.

Question called. Motion defeated.

For Motion: 1 (Councillor Roche)

Against Motion: 3 (Mayor Tapper, Councillors Scott and Thorne-Gosse)

Abstained: 0

Council discussed the above motion:

- Most Council Members agreed that with the recent move of the library, the museum moving out of the building, and that a charging station will be installed at the new depot, there is not a need to have a station installed here at the Town Hall. People/residents doing business at the Town Hall will not be in the building long enough to recharge.
- It was noted that the Jack Byrne Arena is looking at the installation of a station, as well.
- It was agreed that it's a great initiative, but not required if you look at the volume of owners of these types of vehicles at present.
- Councillor Roche advised to look beyond the present and into the future – it is the start of the future and what's to come; and, therefore, should invest now. Will be good for tourism and the start of the new Town Centre.

Parks, Recreation and Community Services

Councillor Thorne-Gosse provided an overview of items discussed under the Parks, Recreation and Community Services Committee Meeting Minutes, dated March 4, 2015.

Items discussed in the report included:

- Committee reviewed 2015 programs for efficiency and effectiveness.
- Committee will be meeting again to further review programs.

Public Works

Councillor Scott provided an overview of items discussed under the Public Works Committee Meeting Minutes, dated March 10, 2015.

Items discussed in the report included:

- Updates
 - MYCW - 2012-2014 - Municipal Depot Design Project
 - The Director of Public Works advised that AMEC has completed final drawings and will meet with the Town to review. He also advised that we can expect tenders documents to be completed in the short term for public competition.
 - MYCW - 2012-2014 - Wastewater BAT
 - The Director and Committee have discussed and will return to DMIGA and consultant to lay out direction going forward; Director will report back and provide direction.
 - Waiting to hear results from rest of sampling to see where to go from there. As Minister suggested, will set up another meeting to see what the Town is going to do.

- Capital Investment Plan – 2015
 - Multi-Purpose Building (UTC) - The Director of Public Works advised Committee the preliminary drawings have been submitted to PEC for costing and waiting on further direction.
 - Pedestrian Safety Study - The Director advised Committee that the preliminary details for study have been established with additional work be added to the scope. This added work will require additional funds. The remaining funds from Capital Investment will be re-allotted to accommodate the study for the spring 2015. See motion below:

121-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the Town of Torbay’s Pedestrian Safety Study has been revised and presented to Committee. Due to the change in scope of work additional funds will need to be reallocated to complete. The Town of Torbay request that the additional funds remaining (\$16,500) from the Wastewater RFP is redirected to begin the project spring of 2015. The project to complete will now cost \$43,900.50.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

- In relation to the above motion, Councillor Scott noted that cost did increase. When first suggested, Council wanted to find out how to make the Town safer for people walking; and, therefore, needed to have all information, which would result in more work by the consultant. When they came back with their estimate, Council had some questions – a larger scope to plan to get more out of their report, a more comprehensive document.
 - Water Alternative Study - The Director of Public Works has advised Committee the study proposal has been submitted for secondary funding as well as locating other potential sources to complete the project.
 - Councillor Scott noted that when included in our Capital Works funding for Gas Tax, portion of funding had to be secured through other means. Right now, we are still in process of securing funds.
 - UTC Ball Field Improvements – The Director has advised Committee that discussions with the Director of Community Services have taken place and they have requested a development plan and alternatives from PEC.
 - Councillor Scott advised that the cost to extend the ball field and install lights is considerable higher than originally allocated. Looking at alternatives to move forward. May have to do work over longer period of time. Looking at ways to move forward on this.
- Scheduling of the next meeting
- Meeting was scheduled for Tuesday March 24 at 7:30pm at Town Hall.

ADVISORY COMMITTEES

Environment

No report.

Heritage

Councillor Roche advised the Minutes of the Heritage Advisory Committee Meeting Minutes, dated February 23, 2015 were included in Council's packages for review. Highlights included:

Items discussed in the report included:

- 2015 THAC and Beach Sub-Committee Budgets
 - THAC received a budget of \$5,000 in 2015.
 - The Beach Sub-Committee was also budgeted \$5,000 in 2015, and \$5,000 accrued from 2014.
- Beach Committee Update
 - The Beach Committee would like to note three main project priorities, highlighting the following:
 - “The Beach Sub-committee formally recommends to the Heritage Committee for recommendation to Town Council that our top three priority items to be addressed this Spring are the following:
 1. Remove “Road Closed” sign on the beach.
 2. Redesign of bridge barrier at the beach – Public Works staff and Beach Sub-committee to collaborate on a solution to adequately impede motorized vehicles access to the beach area.
 3. Costley’s Lane – Appropriate drainage solution needed to reduce erosion and water flowing down this historic pathway to the beach.”
 - It was questioned if the above were forwarded to the Director of Public Works – the above were addressed at the last Council Meeting. CAO advised the above was added to the Correspondence and Action report and noted directed to the Public Works Department.
- Holy Trinity Presbytery for Sale
 - Ad for the sale of the Holy Trinity Presbytery/Rectory was released last week. Copies of the ad were distributed to the committee.
 - It was questioned if the ad was posted. CAO advised that they didn’t post the ad. She noted this was an RFP, not ad and the minutes should be revised to reflect same.

LIAISON COMMITTEES

Jack Byrne Arena

No report.

Northeast Avalon Joint Council

Councillor Roche provided a verbal report/highlights of Minutes of the Northeast Avalon Joint Councils Meeting, dated January 21, 2015.

- Councillor Roche noted that she did give an update at the last Council Meeting.
- Discussions took place around regional issues regarding heights of accessory buildings. She questioned measuring process and asked for explanation.
 - Director of Planning noted that information in in the new Town Plan, including diagrams.
- It was noted that information on Page 4, Item 9, referencing Torbay's policy is not correct.
 - Mayor requested that notification be sent to the North East Avalon Joint Council and that their minutes be corrected. CAO to contact the Recording Secretary and advise.

Torbay Harbour Authority

No report.

Torbay Volunteer Fire Department

Councillor Scott verbally provided an update:

- Nominations for fire fighter of the year were up yesterday.
- The Fire Fighter's Ball is upcoming. Bob Webber is celebrating 30 years.
- There have been 11 emergency calls since the last meeting.
- The repeater that the Department has for their radio is outdated and they're not able to get parts. Waiting on price for replacement.
- Members met with the Provincial Government regarding ATIPPA to ask for suggestions on how the Fire Department should prepare their minutes for Council. Councillor Scott noted that he's not sure they were in fact aware that the minutes went in the Public Council Meeting packages. They have always included names, but are in process of working on new template now for submitting minutes to Council.

Urban Municipalities Committee

No report.

North East Avalon Regional (NEAR) Plan

No report.

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

Mayor Tapper discussed the recent snowfall over the past couple of days. He noted that he has received positive comments about snow clearing in the community. With regards to snow clearing, it was commented at the last mayors meeting that this town is probably one of the most efficient. He asked the Director of Public Works to pass along thanks to the outside staff.

Deputy Mayor Gallant – Absent

Councillor Roche

Councillor Roche congratulated and thanked all staff involved with snow clearing, advising that the roads are in great condition.

She discussed workplace ergonomics, advising that we're not ergonomically friendly here in the Council Chambers. She discussed physical implications of sitting/working improperly, indicating there should also be options to stand and to sit. She asked that Council and Staff consider for future.

Mayor Tapper advised that the entire Council Chambers is due for renovations – the above will be looked at as well.

Councillor Scott

Councillor Scott discussed the topic of workplace injuries, which was discussed at the recent MNL Regional Meeting – MSCNL Lunch and Learn session.

- In the municipal sector, workplace injuries have been on an upward trend since 2011. When compared to the Province, since 2009, there has been a downward trend.
- Cost has been steadily increasing – 2.6 million now for claims. Even more important is the injuries people are getting.
 - Types of accidents, nature of injuries.
 - Occupations where people are injured the most are maintenance and labour workers.
 - Councillor Scott provided posters and information that was handed out at the meeting.
- He discussed the need to ensure our workers are taken care of and working safely.
- WHSCC did a presentation on safety enforcement.
 - One of the topics they mentioned was occupational health and safety guidelines awareness to not only employees, but volunteers as well.
 - Councillor Smith had indicated that the Town should have a volunteer policy, which is something we should look at, especially with the NL Irish Festival coming up.
 - The Town needs to have something in place to protect our volunteers and to ensure that they're properly trained.
- Reports – Solutions for Rural Drinking Water, Briefing for Municipal Councils.
 - Councillor Scott advised there is a lot of good information in this report and provided for review, indicating it can be uploaded to the website for residents' review.

Councillor Smith - Absent

Councillor Thorne-Gosse - Pass

QUESTION & ANSWER SESSION

Mayor Tapper referred to the Gallery and asked the Applicants of 1147 Torbay Road for Dog Kennel/Daycare Business if they had any questions or comments.

- Applicant questioned if they go further with kennel, if there is an application that they have to complete.
 - Director of Planning noted only written and would have to be discussed at the Planning, Land Use and Development Committee level.
- Mayor Tapper discussed that area residents will be notified of the Approval in Principal and the Town will await replies, if any, from residents.
 - Applicant questioned what would happen if any complaints are received.
 - Resident would have to appeal what Council approved.

- Applicant questioned what area residents will be notified.
 - Director of Planning advised that immediate neighbours will be notified.
He advised that he can further discuss with her tomorrow if she so wishes.
- Applicant advised that homeowner is anxious to sell, but need to ensure that business can proceed before purchasing.

ADJOURNMENT

122-15 Motion – Councillor Scott / Councillor Thorne-Gosse

RESOLVED THAT the meeting be adjourned at 8:55 p.m., as there was no further business.

Question called. Motion carried.

For Motion: 4 (Mayor Tapper, Councillors Roche, Scott, and Thorne-Gosse)

Against Motion: 0

Abstained: 0

Mayor

CAO/Town Clerk