



**MINUTES**  
PUBLIC COUNCIL MEETING  
May 12, 2014

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Minutes of the Regular Meeting of Council held in the Council Chambers, Town Hall on May 12, 2014 at 7:38 p.m.

**Members Present**

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

**Staff Present**

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

**Regrets**

Deputy Mayor Geoff Gallant  
Councillor Peggy Roche  
Bernie Manning, Director of Public Works & Technical Services  
Brian Winter, Director of Planning

**Gallery**

There were a total of 10 people in attendance.

**Adoption of Agenda**

203-14      Motion – Councillor Smith / Councillor Scott

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

Question called. Motion carried unanimously.

**Adoption of Minutes**

204-14      Motion – Councillor Smith / Councillor Scott

**RESOLVED THAT** the Minutes of the April 28, 2014 Public Council Meeting be adopted as presented.

Question called. Motion carried unanimously.

### **PROCLAMATIONS / PRESENTATIONS**

1. Recreation Newfoundland & Labrador – Recreation Month Municipal Proclamation.

Councillor Thorne-Gosse read proclamation aloud.

205-14      Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay, in recognition of the benefits and values that recreation, parks and leisure services provide, do hereby proclaim the month of June as *June is Recreation Month*.

Question called. Motion carried unanimously.

### **MAYOR'S REPORT**

Mayor Tapper provided a report, dated April 24 – May 8, 2014, of his work and connections that he has made in the community over the past two weeks.

Mayor provided further updates. Items discussed, included:

- A meeting was held on May 5<sup>th</sup> with Dorothea Hanchar, Department of Environment. All Council were in attendance and it was a worthwhile and informative meeting.
- Council held a development meeting/discussion on Friday evening and Saturday morning past at the Kinsmen Centre. A notice of motion from one of the initiatives discussed at this meeting will come forward at tonight's meeting. Mayor thanked everyone who attended for their time and he thanked all for their input.
- A meeting is scheduled for Wednesday evening with St. John's Deputy Mayor Ron Ellsworth, Chair of St. John's Water Service Committee. Meeting is to discuss issues pertaining to water services in Torbay.
- A meeting is scheduled on Thursday afternoon with the St. John's Airport Authority to discuss drilling of test wells in relation to water issue.

### **CORRESPONDENCE**

1. Department of Municipal Affairs – 2012-2014 Multi Year Capital Works Program – Land Acquisition, Municipal Depot. ***For information purposes. This is confirmation that the Minister is approving the purchase of land required for the municipal depot. It's noted that it is a Multi-Year Capital Works Program.***
2. Department of Municipal and Intergovernmental Affairs – Prime Consultant Agreement, Wastewater Treatment Study. ***For information purposes. This is confirmation from the Minister's office that Prime Consultant has been approved by the Department.***

3. Town of Pouch Cove – Mayor’s March Softball Tournament. *The Town of Pouch Cove Recreation Director invited Mayor, Council and Staff to participate in the Heart and Stroke fundraiser to see who’s interested in a friendly game of softball.*
4. Municipal Assessment Agency Inc. – Updates and Board of Directors 2014. *For information purposes.*
5. Municipal Assessment Agency Inc. – Clar Simmons Scholarship Award. *For information purposes.*
6. The Anglican Parish of Pouch Cove/Torbay – Concern with respect to adjacent property. *CAO to schedule a meeting with the property owners and Council for next week. Also referred to Planning, Land Use and Development Committee.*
7. Correspondence from resident concerning potential surface water runoff issue to the south of property on the east side of Piper Stock Hill. *Referred to Public Works Committee.*
8. Town of Portugal Cove – St. Philip’s – Drop Zone Challenge. *Each year Easter Seals hold a fundraiser event – Drop Zone Challenge. The Town of Portugal Cove-St. Phillip’s is putting out challenge as fundraiser on raising the most money.*
9. Youth Ventures – Waiving Fees for Young Entrepreneurs. *Referred to Economic Development Committee.*

### **CORRESPONDENCE & ACTION REPORT**

The Correspondence and Action Report, dated May 12, 2014, was discussed and accepted as presented. Items discussed, included:

- Item 2 – Open Air Regulations
  - Councillor Scott to follow up with the Torbay Volunteer Fire Department.
- Public right of way / trail in the Jones Pond area
  - Councillor Smith advised that this matter is still on Planning, Land Use and Development Committee’s Action Report. She requested that the Town move on this as soon as possible and not wait any longer.
  - Mayor requested that it be added to Committee’s Agenda.

### **COMMITTEE REPORTS**

#### **Economic Development**

Councillor Hall provided an overview of items discussed under the Economic Development Committee Meeting Minutes, dated April 30, 2014.

Items discussed in the report included:

- Review of action items from previous meeting on April 16, 2014
  - Motion passed at last Council Meeting to approve an annual stage of Targa over the next four years.
    - The Economic Development Officer will be setting up a meeting as soon as possible regarding new routes and times for next year.

- A green Communications notice will be sent to residents regarding dates and routes.
- School Enterprise Project.
  - Holy Trinity High School students will be pitching business ideas to the Economic Development Committee members. It's a fun project, similar to the television show Shark Tank.
- Torbay resident/musician is travelling to the Ireland Newfoundland Festival in August. Economic Development Officer to provide him with marketing materials from the Town and to offer best wishes on his trip.
- Project Updates
  - Business Park Feasibility Update
    - A meeting is scheduled with the St. John's Airport Authority. They need to provide permission to drill test wells in order to commence study.
  - Town Centre Feasibility Study
    - Financing is approved, and waiting on release of funds.
  - MNL Economic Development Accord
    - The Economic Development Officer is looking at a regional cooperation project with the Town of Portugal Cove – St. Philip's to rejuvenate the Killick Coast Scenic Drive.
  - New Business Leads
    - Four more new businesses were assisted over the last two weeks.
  - Next Meeting
    - Scheduled for Wednesday, May 14<sup>th</sup>.

### **Finance & Administration**

The Financial Report, dated April 28 – May 7, 2014, was accepted, as presented. Councillor Mary Thorne-Gosse read out payroll and accounts payable information as per the report:

Payroll for the period of April 28 – May 7, 2014, for 28 employees is \$60,180.46. With the conclusion of the 2013/2014 snow clearing season on April 18, 2014, seasonal heavy equipment operators were laid off.

For the period of April 28 – May 7, 2014, Accounts Payable invoices in the amount of \$92,931.30 were paid. These expenditures were within budget.

There are seven (7) Main Operating Invoice totalling \$111,224.81 for approval:

206-14      Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to BDO Canada, for Fees for 2013 audit, in the amount of \$14,811.48.

Question called. Motion carried unanimously.

207-14      Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to CIBC Mellon, for Pension Contributions for April 2014, in the amount of \$14,919.32.

Question called. Motion carried unanimously.

208-14      Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to Newfoundland Power Co. Ltd., for Group Billing for April 2014, in the amount of \$5,991.57.

Question called. Motion carried unanimously.

209-14      Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to Progressive Engineering and Consulting Inc., for Depot Site Selection Report, in the amount of \$6,441.00.

Question called. Motion carried unanimously.

210-14      Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay approve payment to Receiver General for Canada, for Payroll Remittance April 16-30, 2014, in the amount of \$21,984.25.

Question called. Motion carried unanimously.

211-14      Motion – Councillor Thorne-Gosse / Councillor Hall

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

Question called. Motion carried unanimously.

212-14      Motion – Councillor Thorne-Gosse / Councillor Smith

**RESOLVED THAT** the Town of Torbay approve payment to Trio Benefits, for Group Benefits May 2014, in the amount of \$7,063.19.

Question called. Motion carried unanimously.

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

213-14      Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay donate five thousand dollars (\$5,000.00) to the East Coast Trail Association. This donation services as an operating grant for the 2014 calendar year. This is a budgeted item.

Question called. Motion carried unanimously.

214-14      Motion – Councillor Thorne-Gosse / Councillor Hall

**RESOLVED THAT** the Town of Torbay renew loan segment 64 in the amount of \$339,595.00 for a 5 year period at a rate of 3.83% and a monthly payment of \$3,656.05 with RBC Royal Bank. Segment 64 pertains to the Town of Torbay's portion of construction costs related to the Jack Byrne Arena.

Question called. Motion carried unanimously.

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

Councillor Thorne-Gosse provided an overview of items discussed under the Recreation and Community Services Meeting, dated April 30, 2014.

Items discussed in the report included:

- TETC Terms of Reference
  - No edits were received. As Chair is out of Province, it was suggested that the motion to approve the TETC Terms of Reference be referred until next meeting.
- Crown Lands
  - Mayor Tapper gave an update that he has been in conversation with MHA Parsons and that the Town can obtain two of the four pieces of land, and he will be following up on the other two.
- Beautification Awards
  - Councillor Thorne-Gosse noted to ensure plans are discussed with community groups and volunteers.
- Clean-Up Day
  - The Great Torbay Pick-Me-Up is scheduled for May 31<sup>st</sup>.
  - 2014 Waste Management Newsletter is with Director of Public Works for review and feedback.
  - Councillor Thorne-Gosse requested review of document as well before it goes out.
- Community Guides
  - Councillor Thorne-Gosse requested that Council be notified of what's in guide so there's no surprises.
- Fireworks
  - A company has been chosen for this year's Canada Day taking place on July 1<sup>st</sup>.

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

Councillor Scott provided an overview of items discussed under the Planning, Land Use and Development Committee Meeting, dated May 6, 2014.

Items discussed in the report included:

1. Development Proposals

- a) Proposal from property owner at 45-51 Lower Street to construct a single family dwelling and a detached garage.
  - There's some information included in Minutes from March 11, 2014.
  - Rear yard depth has to be adjusted. It was adjusted to 6.2 meters from 9 meters.
  - Committee discussed that the home be built to a heritage standard. Director of Planning to discuss with property owner.
  
- b) Correspondence from property owner Doyle's and Quigley's Lane in relation to a proposed 9 lot serviced development that was previously deferred because of water quantity issues.
  - Committee reviewed revised lot layout.
  - The concept plan presented can meet Town requirements.
  - The road linkage was questioned – between new street and Cullen's Lane. Director of Planning to look further into this matter.
  - Extension of roadway and connection of water line was questioned. Director is looking into to ensure matter is addressed before any recommendation for approval are given.
  - Director will investigate all points noted and bring information back to Committee for further review and consideration.
  
- c) Proposal from property owner 3 Moore's Valley Road to construct 3 attached buildings with two units per building
  - Ongoing since December 3, 2013.
  - Committee questioned how such a building would be taxed – Director of Planning to follow up with the Finance Department.
  - Committee reviewed the updated site plan and it was agreed that the proposal could meet the Town regulations. It was also agreed that this type of development would be good for the Town.
  - The issue of access on to Torbay Road was discussed because of its close proximity to the intersection of Manning's Hill and St. Nicholas Lane. Currently, it is difficult turning North on Torbay Road, adding another access point in that area would only add to the issue.
  - It was agreed that the Director would meet with the applicant to determine the exact location of his proposed access point on Torbay Road. Committee would also like this identified on the site plan along with the number of parking spaces.

- d) Proposal from property owner at 5 Curran Place to construct 2 new storage unit buildings and convert the existing dwelling to an office.
  - Committee reviewed the proposal to construct 2 new storage units at the end of Curran Place. It was agreed that the proposed business can be considered a discretionary use within the mixed land use zone, which would require advertising.
  - There were concerns about the width of Curran Place and the absence of a turnaround at the end of the street. It was agreed that prior to making any recommendations to Council that the Director would verify the width of the road way and determine if/how a turnaround can be accomplished in the area.
  
2. Correspondence
  - a) Correspondence concerning the open space requirement for Gosse Subdivision, Torbay Road North.
    - Committee reviewed correspondence from developer's solicitor in relation to the open space requirement for the proposed development.
  
3. Other Items
  - a) Road Development Eustace Lane
    - Committee reviewed requirements of the original development permit letter, it was agreed that it is the property owners responsibility to complete the work. Director to speak with the property owner.
  - b) Street Name for Motion Estates Phase III
    - The developer has proposed Motion View Close for the street name; it has been approved by the regional 911 system. Motion to follow.
  - c) Crown Land Applications
    - 324-328 Bauline Line, application number CL2014-009
    - 425 Bauline Line, application number CL2014-010
    - 415 Bauline Line, application number CL2014-011
    - Committee reviewed all three crown land applications and it was agreed that they would be addressed in the crown land application report dated May 9, 2014.
  - d) Email from Property Owner 108 Marine Drive in relation to the construction of a new accessory building.
    - Committee agreed that the regulations as quoted by the Director are correct and that the property owner will have to follow those requirements.
  
4. PLUD Items for Correspondence and Action Report
  - a) Table was included for information.



215-14      Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay approve Motion View Close as the street name for the new street constructed for Motion Drive Estates Phase III. This name has been approved through the 911 system.

Question called. Motion carried unanimously.

*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>
C2014-056	22 Motion Lane	8' x 4' Extension to Patio Deck
C2014-060	145 Patrick's Path	General Repairs
C2014-061	12 Pulpit Rock Road	5' x 14' Extension to Accessory Building
C2014-062	16 Bourne's Close	Single Family Dwelling
C2014-069	34 Byrne's Lane	Connect to Town Services
B2014-070	9 Gosse's Lane	General Repairs
C2014-071	58 Roblin Place	8' x 12' Accessory Building

*Building Applications for Approval*

**Application:**            C2014-057  
**Location:**              1455 Torbay Road  
**Proposal:**                998 Sq.ft. Extension to Existing Dwelling  
**Zoning:**                  Mixed Development

216-14      Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-057, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following condition:

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

Question called. Motion carried unanimously.

**Application:** C2014-058  
**Location:** 419 Pine Line  
**Proposal:** Demolition of Existing Single Family Dwelling and Construction of New Single Family Dwelling  
**Zoning:** Residential Infill (RI)

217-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-058, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following conditions:

1. All normal conditions and requirements for building within the Town of Torbay.
2. Subject to demolition of existing dwelling.

Question called. Motion carried unanimously.

**Application:** C2014-063  
**Location:** 34 Byrne's Place  
**Proposal:** 16' x 24' Accessory Building  
**Zoning:** Residential Medium Density (RMD)

218-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-063, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following conditions:

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

Question called. Motion carried unanimously.

**Application:** C2014-064  
**Location:** 58 Roblin Place  
**Proposal:** 28' x 30' Accessory Building  
**Zoning:** Residential Infill (RI)

219-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-064, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following conditions:

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

Question called. Motion carried unanimously.

**Application:** C2014-065  
**Location:** 1 Victor Place  
**Proposal:** 28' x 24' Accessory Building  
**Zoning:** Residential Large Lot (RLL)

220-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-065, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following condition:

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

Question called. Motion carried unanimously.

**Application:** C2014-066  
**Location:** 45 Lower Street  
**Proposal:** Demolition of existing dwelling and construction of new single family dwelling  
**Zoning:** RMD (Residential Medium Density)

221-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-066, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following conditions:

1. The development shall meet the normal building requirements of the Town.
2. The rear yard depth for this lot shall be set at 6.25 meters.
3. Subject to demolition of existing dwelling. An occupancy permit will not be issued for the new dwelling until removed.

Question called. Motion carried.  
Against Motion: Councillor Thorne-Gosse.

Council discussed rear yard depth for this property and placement of structure. Councillor Thorne-Gosse requested that condition be added to the above motion that structure placement be checked by Town staff due to reduced rear yard depth. Council discussed that the Development Control Officer can measure to ensure. It was noted that builder has agreed as per submitted drawings and application.

Mayor requested that the above discussion relating to process to go back to Committee for review.

**Application:** C2014-067  
**Location:** 9 Gosse's Lane  
**Proposal:** 6' x 11' Extension to Existing Dwelling (bathroom extension)  
**Zoning:** Residential Medium Density (RMD)

222-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-067, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following condition:

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

Question called. Motion carried unanimously.

**Application:** C2014-068  
**Location:** 83 Country Drive  
**Proposal:** Single Family Dwelling with Subsidiary Apartment  
**Zoning:** Residential Medium Density (RMD)

223-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-068, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following condition:

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

Question called. Motion carried unanimously.

**Application:** C2014-072  
**Location:** 58 Roblin Place  
**Proposal:** 6' x 18' Extension to Existing Dwelling (Sunroom)  
**Zoning:** Residential Infill (RI)

224-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-072, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following condition:

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

Question called. Motion carried unanimously.

**Application:** C2014-073  
**Location:** 66 Reddy Drive  
**Proposal:** 21' x 24' Accessory Building  
**Zoning:** Residential Medium Density (RMD)

225-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application C2014-073, under the Applications for Approval section of the Building Application Report, dated May 9, 2014, subject to the following conditions:

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

Question called. Motion carried unanimously.

Business Applications to be Advertised

**Application:** D2014-059  
**Location:** 18 Western Island Pond Drive  
**Proposal:** Home Office (Electrical contractors, inspections, and consulting business)  
**Zoning:** RLL (Residential Large Lot)

226-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Defer for Advertisement Application D2014-059, under the Applications to be Advertised section of the Business Application Report, dated May 9, 2014, as per Condition 11 of the RI Land Use Zone and Regulations 10, 33 and 90 of the Torbay Development Regulations.

Question called. Motion carried unanimously.

Crown Land Applications

**Application:** CL2014-009  
**Location:** 324-328 Bauline Line, see item 3 c) in the PLUD Report dated May 6, 2014  
**Proposal:** Residential Development  
**Zoning:** Residential Large Lot (RLL)

227-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application CL2014-009, under the Crown Land Application Report, dated May 9, 2014.

Question called. Motion carried unanimously.

**Application:** CL2014-010  
**Location:** 425 Bauline Line, see item 3 c) in the PLUD Report dated May 6, 2014  
**Proposal:** Extend land to accommodate an Accessory Building, along with some gardening and landscaping  
**Zoning:** Residential Large Lot (RLL)

228-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application CL2014-010, under the Crown Land Application Report, dated May 9, 2014.

Question called. Motion carried unanimously.

**Application:** CL2014-011  
**Location:** 415 Bauline Line, see item 3 c) in the PLUD Report dated May 6, 2014  
**Proposal:** Extend land to accommodate an Accessory Building, along with some gardening and landscaping  
**Zoning:** Residential infill (RI)

229-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Town of Torbay Approve Application CL2014-011, under the Crown Land Application Report, dated May 9, 2014.

Question called. Motion carried unanimously.

Further to Council’s development discussions held on May 9-10, 2014, it was agreed that a notice of motion would be served by the Planning and Land Use (PLUD) Committee regarding a community wide groundwater assessment study at the May 12, 2014 Public Council Meeting. The motion will be forthcoming for Council’s consideration at the May 26, 2014 Public Council Meeting.

230-14 Motion – Councillor Scott / Councillor Smith

**RESOLVED THAT** the Planning, Land Use and Development Committee provide Notice of Motion that the Town of Torbay to proceed with a tender call to complete a community wide groundwater water assessment study. The terms of reference will be developed in conjunction with the Department of Environment and Conservation. No new development applications will be received until the community wide groundwater assessment is completed. This study will not impact existing development applications in process.

Question called. Motion carried unanimously.

**Public Works**

- Minutes of the Public Works Committee Meeting, dated April 22, 2014.
  - Depot Update
    - Land acquisition
  - Issues regarding speeding
  - MYCW (Road Work)
    - Work has begun on North Pond Road and Convent lane upgrading.
  - Wastewater BAT Study
    - Study has been approved.
  - Quarry Road Extension
    - Concerns on burning in Quarry Road Extension area.
  - Eustace Lane
    - Request from resident. Referred to Planning.
  - Councillor Scott noted that the above information/update was also provided at the last Public Council Meeting, April 28<sup>th</sup>.
- Minutes of the Public Works Committee Meeting, dated May 6, 2014
  - Depot Update
    - Final documents are being compiled for closing.
    - Minister provided approval to purchase land and will be finalized soon.
  - Conservation Motions
    - Received requests for signage for protecting lands in areas where we wish to protect and discourage ATV and off-road vehicle use. Signs have been ordered.
    - Received correspondence on design today – will come back to Council.
  - MYCW (Road Work)
    - Work has begun on North Pond Road.
  - Wastewater BAT Study
    - Study has begun. Should have results of best available technology for wastewater by end of September.
  - Commercial/Industrial Water Utilization
    - Potable water utilization and need for water conservation was discussed over the weekend at Development Discussion on May 9<sup>th</sup> and 10<sup>th</sup>.
    - Discussed water monitoring/metering for utilization of commercial buildings in Torbay. Director of Public Works is looking into this.
  - Line Painting.
    - Request received for crosswalk in areas of the Elementary School. The Town will write the Department of Transportation and Works to make it a priority and have completed as soon as possible.
  - Waste Management
    - Looking into conducting waste review in conjunction with Town's contractor.
    - Looking at ways to be more environmentally friendly so there's less going to the dump; and, reducing tonnage, to reduce costs to the Town.

Councillor Hall suggested reminding residents to test their well water, further advising that testing should be done on a yearly basis. He requested that a notice be sent to residents by green communications and in the community guide.

Mayor Tapper discussed motion from Public Council Meeting of April 28<sup>th</sup> to modify the wooden bridge at the Beach in order to block motorized vehicles and bicycles from crossing it. He requested that this be actioned as soon as possible.

### **ADVISORY COMMITTEES**

#### **Environment**

No report, as Deputy Mayor Gallant is absent.

#### **Heritage**

As Councillor Roche is absent, Mayor Tapper advised that there will be a meeting scheduled for early next week. There was a Beach Committee last week; and, a copy of the minutes will be brought forward and presented to the Heritage Committee when they meet.

### **LIAISON COMMITTEES**

#### **Jack Byrne Arena**

- Facility Status Report, dated April 11, 2014.
- Financial Statements – December 31, 2013.

As Deputy Mayor Gallant is absent, Mayor Tapper advised that the Facility Status report and Financial Statements are included in Council's packages for information.

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

- Minutes of the Northeast Avalon Joint Council Meeting, dated March 19<sup>th</sup>.

As Councillor Roche is absent, Mayor Tapper advised that a copy of the Minutes are included in Council's binders for information.

#### **Torbay Harbour Authority**

No report.



### **Torbay Volunteer Fire Department**

- Torbay Volunteer Fire Department Meeting Notes, dated March 10, 2014.
- Minutes of the Torbay Volunteer Fire Department Meeting, dated March 24, 2014.
- Torbay Volunteer Fire Department Meeting Notes, dated April 7, 2014.
- Torbay Volunteer Fire Department Meeting Notes, dated April 21, 2014.

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

Items discussed included:

- 40<sup>th</sup> Annual Fire Fighters Ball and Anniversary was held on May 3, 2014.
  - Mayor Tapper, Councillor Scott, and Executive Clerk Ann Picco attended the event.
  - It was very professionally done and a great celebration overall.
  - The Department thanks Mayor, Council and Staff for everything and for donations.
  - Mayor Tapper advised that it was a great evening. Overall great show put on by the Town's men and women in uniform. The Town received a card of thanks from the Department.
  - Mayor further advised that the Department received three new recruits, two in Flatrock and one in Torbay. There are 11 members on the Flatrock station.
- Civic Address policy is with the Director of Planning.
- Hoping to hear something in very near future on the Department's application for fire department equipment.
- Cell phone/response system - will soon be set up and installed so members can see who's responding to calls.
- There are a number of vehicle fires lately at dead end roads – Quarry and Great Pond.
- There have been 11 emergency calls since last meeting, bringing total to 101 for the year.
- Permits to Burn are now required – as of May 1<sup>st</sup>.
- Issues with pole replacement – the Department are looking at contractor to switch light over.

### **Urban Municipalities Committee**

Mayor Tapper advised that a meeting is scheduled in Clarendville on June 6<sup>th</sup>.

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

Mayor Tapper advised that a meeting is scheduled in Mount Pearl on June 15<sup>th</sup> and 16<sup>th</sup>.

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

No report, as Councillor Roche is absent.

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

Mayor Tapper advised that Deputy Mayor attended the recent SAM Meeting in Hawke's Bay; and, will provide a report.

**Eastern Regional Service Board**

The below was provided in everyone's packages for information and any questions can be referred to Councillor Roche.

- Email correspondence concerning Letter on ERSB Mandate September 16, 2013 and correspondence from Department of Municipal Affairs regarding Request for Exemption/Exception of Waste Management Fees, Eastern Waste Management.
- Eastern Regional Service Board Meeting Package, April 30, 2014.

**NEW BUSINESS**

***Mayor Tapper***

Mayor Tapper advised that he received a request from the Chair of the Holy Trinity Elementary School Council that they're looking for a Liaison from the Town Council to sit on their Board. He forwarded notification to Council Members for their interest and received good reception. Councillor Hall, Councillor Scott and Councillor Thorne-Gosse volunteered for the position. Councillor Hall agreed to act as Council Liaison with Councillors Scott and Thorne-Gosse as back-up if required. See motion below:

231-14      Motion – Councillor Smith / Councillor Thorne-Gosse

**RESOLVED THAT** the Town of Torbay appoint Councillor Hall as Council Liaison with the Holy Trinity Elementary School Council.

Question called. Motion carried unanimously.

***Deputy Mayor Gallant*** - Absent

***Councillor Roche*** - Absent

***Councillor Scott***

Councillor Scott discussed recent graffiti on the structures at the Holy Trinity Elementary School playground, including drawings and offensive language. He advised he will distribute pictures to Council Members. Councillor Scott to forward pictures to Councillor Hall to bring to the School Council. He requested if anyone sees people doing this type of damage, to please report. Director of Community Services will also make contact with the school and advise them where to buy supplies to erase graffiti.

When travelling to recent MNL Municipal Symposium, Councillor Scott advised that he received word of his aunt's passing. He was thankful that the Mayor and Councillor Roche were with him, and he thanked them for their support.

*Councillor Smith* - Pass

*Councillor Thorne-Gosse* - Pass

**ADJOURNMENT**

232-14      Motion – Councillor Smith / Councillor Hall

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

Question called. Motion carried unanimously.

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*Mayor*

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*CAO/Town Clerk*