



MINUTES
Regular Public Council Meeting
Monday, March 26, 2018, Council Chambers

Minutes of the Regular Meeting of Council held in the Council Chambers, Town Hall, on March 26, 2018, at 6:34 p.m.

COUNCIL PRESENT: Craig Scott, Mayor
Trina Appleby, Deputy Mayor
Geoff Gallant, Councillor
Justin Martin, Councillor

COUNCIL ABSENT: Tony Pollard, Councillor
Peggy Roche, Councillor
Mary Thorne-Gosse, Councillor

STAFF PRESENT: Dawn Chaplin, Chief Administrative Officer
Ross Houlihan, Economic Development Officer
Bernie Manning, Director of Infrastructure and Public Works
Ann Picco, Deputy Clerk
Brian Winter, Director of Planning

GALLERY PRESENT: There were a total of 4 people in attendance.

1. Agenda/Minutes

1.1 Adoption of Agenda.

RES-73-2018

Moved by Justin Martin, seconded by Geoff Gallant

RESOLVED THAT the Agenda be adopted, as presented.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby | x | | |
| Geoff Gallant (Seconded By) | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

1.2 Adoption of Minutes

Adoption of the Public Council Meeting Minutes, dated March 26, 2018

RES-74-2018

Moved by Trina Appleby, seconded by Geoff Gallant

RESOLVED THAT the Minutes of the March 12, 2018, Public Council Meeting be adopted as presented.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Moved By) | x | | |
| Geoff Gallant (Seconded By) | x | | |
| Justin Martin | x | | |
| | 4 | 0 | 0 |

CARRIED.

2. **Proclamations/Presentations/Question & Answer Session**

2.1 Proclamations

Purple Day for Epilepsy Proclamation 2018

RES-75-2018

Moved by Justin Martin, seconded by Geoff Gallant

RESOLVED THAT the Town of Torbay do hereby proclaim March 26th as Purple Day in an effort to raise awareness and understanding of epilepsy, and to support all those who live with seizures each day.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby | x | | |
| Geoff Gallant (Seconded By) | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

2.2 Presentations

None.

2.3 Question & Answer

Mayor Scott referred to the Gallery and asked if anyone would like to present to Council.

- There were none.

3. **Mayor's Report**

3.1 Mayor Scott discussed the below meetings/events he recently attended:

- UMC Meeting, held in St. John's on March 14th and 15th.
This was the first meeting that elected representatives, CAOs and Economic Development Officers attended together. Mayors and elected officials, CAOs and Economic Development Officers all met separately to discuss important issues, then came together during the last afternoon of the Meeting for a joint session.

Discussions took place around marijuana legalization and business process in municipalities. There is one allocation for a distributor/store in our Community. There is a process whereby a business will have to complete a request for proposal and meet all related conditions and qualifications as a retail outlet. An application would then have to be submitted to the Town for a business permit. The importance that the Town be notified of a business and retail outlet if there is already an existing business was also discussed.

Council discussed matters pertaining to legalization and opening of retail outlets, including profit sharing for provinces and communities. CAO noted that further information will be circulated to municipalities.

Economic Development Officers discussed a tool kit for asset management. Presentations will be held on this matter. CAO advised a best practices symposium will be coordinated to share information about development of asset management plan impacts to municipalities, which will take place in June.

Economic Development Officers discussed a new assessment tool pertaining to economic development in the Province, to find out best opportunities to address issues that towns are facing. Further to the demographic study, there is another stage for data for businesses to provide insight into what reach and benefits they can have to, and how successful they can be in, the Town. Further updates to be provided.

- Attended Finance Committee and Public Works and Infrastructure Committee Meetings.

- Attended a presentation at the Jack Byrne Regional regarding feasibility study of a second ice pad.
- Attended recent event Rocks and Rings at the Elementary School, where the kids learned to play curling.
- REMAX Charity House made a donation to the Regional Food Bank for Easter. Mayor thanked them for their donations, including a new freezer for the Food Bank.

4. Business Arising

4.1 Business Arising Report - March 26, 2018

The Business Arising Report, dated March 26, 2018, was accepted as presented.

5. Correspondence

5.1 None.

6. Committees of Council

6.1. Community Services & Economic Development

6.1.1. Community Services

Community Services Update:

Items included:

1. Quilting

2. Rocks & Rings

3. Programs

It was noted that lack of snow this year made it difficult for some events.

6.1.2. Economic Development

Economic Development Briefing Note:

Items included:

1. Torbay History House

Consultant will be making presentation to Council on April 2nd.

2. Community Profile

Still on target for Easter completion of this project.

3. Website Update

New Tenders page on the Town's website is launched and working well. Homepage refresh has also been launched and is making for much easier navigation. The Public Works department hub is currently under development with a proposed launch in mid-April.

4. The Telegram Horizon's Page

An ad is being developed to showcase the Town and our support to the local business community and advertising new opportunities to attract new businesses to Torbay.

5. Chamber Interest

In process. Next steps are upcoming.

6.2. Finance

6.2.1. Corporate Services

Mayor Scott turned the Chair over to Deputy Mayor Appleby at 7:01 p.m.

Minutes of the Corporate Services Committee Meeting, dated March 21, 2018

Items discussed included:

1. Invoice approval, cheque register & expense report were reviewed.

There were no issues and a motion will be included with the finance report to approve nine invoices totaling \$118,105.82.

2. Opening of the 2017-2020 Multi Year Capital Works Program Bank Account

This item was deferred. See motion below.

3. Borrowing Town's Portion of MYCW 2017-2020 Funds to Pay Community Centre Expenditures

This item was deferred. See motion below under Finance Report.

RES-76-2018

Moved by Craig Scott, seconded by Justin Martin

RESOLVED THAT the Town of Torbay Defer recommendation by Committee to open a separate bank account for project expenditures as a result of the 2017-2020 Multi Year Capital Works Program approval by the Department of Municipal Affairs and Environment.

| | For | Against | Abstained |
|-------------------------------|------------|----------------|------------------|
| Craig Scott (Moved By) | x | | |
| Trina Appleby | x | | |

| | | | |
|------------------------------------|---|---|---|
| Geoff Gallant | x | | |
| Justin Martin (Seconded By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

6.2.2. Finance Report

Payroll

Payroll for the period of March 10th to 23rd, 2018 for 36 employees totaled \$82,780.45.

Accounts Payable

For the period of March 10th to 23rd, 2018, invoices in the amount \$87,738.69 were processed.

Invoices for Approval

The following nine (9) invoices were presented for approval. See motion below.

Borrowing for Town's Portion of MYCW 2017-2020 - Community Centre

This item was deferred. See motion below.

RES-77-2018

Moved by Craig Scott, seconded by Geoff Gallant

RESOLVED THAT the Town of Torbay approve payment of invoices, as presented:

| Invoice # | Vendor and Detail | Amount |
|------------------|--|---------------|
| 1557 | NARL Marketing Ltd Partnership | \$5,399.00 |
| 17493963 Feb 18 | Newfoundland Power (Streetlighting Feb 2018) | \$18,482.78 |
| 2016-007-6 | Progressive Engineering & Consulting (Alternative water study) | \$6,348.00 |
| 2017-043-2 | Progressive Engineering & Consulting (Flood Plain Analysis) | \$5,750.00 |
| 2018 Budget | Provincial Information and Library Resources (Torbay Library) | \$19,800.00 |
| 2017-037-06 | T2 Ventures (Garbage Collection Feb 2018) | \$41,860.00 |
| 183197 | Triware (Prepaid Support) | \$5,750.00 |
| 1140 | Vigilant Management Inc (Town Hall Renos) | \$7,102.69 |

| | | |
|------------|--|----------------------------|
| 3558292813 | Xylem (Lift Station Repairs, Motion Dr – Pump repairs) | \$7,613.35 |
| | Total | <u>\$118,105.82</u> |

| | For | Against | Abstained |
|------------------------------------|-----|---------|-----------|
| Craig Scott (Moved By) | x | | |
| Trina Appleby | x | | |
| Geoff Gallant (Seconded By) | x | | |
| Justin Martin | x | | |
| | 4 | 0 | 0 |

CARRIED.

RES-78-2018

Moved by Craig Scott, seconded by Justin Martin

RESOLVED THAT the Town of Torbay Defer Committee's recommendation to borrow \$1,341,996.00 from RBC Royal Bank to pay expenditures related to the 2017-2020 multi-year capital works program, specifically the construction of the Town's new Community Centre.

| | For | Against | Abstained |
|------------------------------------|-----|---------|-----------|
| Craig Scott (Moved By) | x | | |
| Trina Appleby | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Seconded By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

6.3. Public Works and Infrastructure

6.3.1. Public Works

Minutes of the Public Works Committee Meeting, dated March 21, 2018

Items discussed included:

1. Call to order: Councillor Thorne Gosse called the meeting to order at 1:00 pm.
2. Review/Adoption of agenda: Agenda was approved as presented.
3. Review of items and addition of new items. No action items were carried over.

4. Updates

1. MYCW 2017-2021

Change Orders as of March 23, 2018.

2. Recreational Facilities

Multi-Purpose Court UTC - ongoing.

Junior softball Pitch – ongoing.

Walkways – Spring planning is ongoing and project proposals are being finalized.

Softball Clubhouse – preliminary drawings are being completed and will be circulated to user groups before construction begins. The goal is to complete prior to summer softball season.

3. Waste Management

The Director informed Committee that media program geared to residents of Torbay is doing well, and we can expect the education portion of the project to be rolled out in the spring.

4. Miscellaneous

Trail Agreement – the Director informed Committee that legal advice is being sought to help formulating future agreements.

Snow Clearing Project – Director and staff will review all snow clearing routes. Once all areas of concern have been identified, they will be reviewed by staff and legal advisors. After preliminary work has been completed the Director will develop and finalize a plan to remedy any property issues throughout Town.

5. Correspondence & Action Report Items

Skippers Landing – the Director has informed Committee that the Town's municipal consultants have completed design portion of remediation project and are expecting a public tender called in April. This will allow for ample time for work to be completed during construction season.

Western Island Pond – staff were on site, reviewed and provided pictures for the Planning and Land Use Development Committee. The Director of Planning will review this matter and provide recommendations.

Mayor Scott resumed as Chair of the Public Council Meeting at 7:13 p.m.

6.4. Human Resources and Administration

6.4.1. Human Resources and Administration Committee Meeting

Minutes of the Human Resources and Administration Committee Meeting,
dated March 21, 2018

Items discussed included:

1. Performance Evaluations

CAO confirmed that she is meeting with the consultant on March 23, 2018 regarding her performance evaluation. Committee agreed that an update will be provided at the next Committee meeting and an invitation will be extended to all Council to attend.

Chair suggested that if anyone has questions, can be discussed at Committee level.

CAO reconfirmed that the performance evaluation process for senior management is ongoing. An evaluation is taking place every three weeks, which will take completion to the end of June. Once completed, action plans will be developed linking the performance evaluations, Council's strategic plan and the operating budget.

2. Respectful Workplace

Committee requested that the CAO follow up with the consultant to confirm a new training date. CAO confirmed that training date is set for April 18th.

Chair stressed the importance of this training and requested that all Members of Council make an effort to attend. Mayor to forward email to all Council to follow up.

3. Policies and Procedures

CAO confirmed that she is working on three policies: flag raising, customer service standards and performance evaluation. It is anticipated that the draft policies will be presented at the next Committee meeting for review and discussion, before circulating to Council. It was agreed that policies and procedures should remain a standing item on the Committee agenda.

4. Rules of Procedure

Committee requested that the review of the rules and procedure document be deferred to the next Committee meeting.

5. Strategic Plan

CAO confirmed that she has met with the Directors to seek their input into the draft strategic plan. CAO will now complete the proposed action plan and bring forth to the next Committee meeting for discussion before circulating to all Council for feedback.

6.5. Planning and Land Use Development

6.5.1. Planning and Development

Minutes of the Planning and Development Committee Meeting, dated March 20, 2018

Councillor Thorne-Gosse was absent for this Committee Meeting; therefore, in her absence Councillor Martin chaired the Meeting. Mayor Scott was also in attendance.

Items discussed included:

1. Development Proposals

- a) Proposal from 65 Marine Drive to subdivide the property and develop two semi-serviced building lots.

The Director to seek further information on the proposal in relation to grades and access to the site.

- b) Kennedy's Brook Estates, Phase II Open Space Requirements

Committee agreed with the proposal from the Director of Community Services and suggested that the Director should meet with the developer to discuss.

- c) Cantwell Properties, Convent Land and North Pond Road

Committee discussed the meeting that Council held with members of the family. It was agreed that there were two main items:

Installation of water and sewer along Convent Lane in front of the three approved lots.

Committee agreed that if this was normal practice then it should be the same for other properties in the Town.

Water allocation for nine lots off North Pond Road:

Committee discussed the proposal and it was agreed that the Town does not have any water allocations available for new developments in the Town at this time.

Committee noted that the Town continues to investigate alternate water supplies. The property owner should check back periodically to see if the water situation has changed.

The DPD will meet with the property owners to discuss.

d) Proposal from 42C Camp Carey Road to extend Weather Station Road to accommodate four new unserviced building lots.

Committee reviewed the development proposal, it was agreed that the proposal could meet the Towns requirements.

It was noted that Weather Station Road is one of the streets that the Public Works Department is looking at to have a proper size turn around installed on. Director noted that the proposal would provide a full size-turning bulb for the street.

The Director will contact the property owner to submit a proper application.

e) Proposal from property owner at 40-50 Whiteways Pond Road to develop their property with 12 unserviced building lots.

Committee reviewed the development proposal. The Director noted that the same proposal was approved back in 2013 but the approval has expired.

Committee agreed that the Director should meet with the developer to discuss the changes and to have them to be incorporated into the proposal.

f) Proposal from 1359 Torbay Road to expand the existing building from a six unit building to a ten unit building.

The Director noted that the proposal was advertised as per regulations and there was a letter of support received for the proposal.

The application will be dealt with in the Building Application Report dated March 23, 2018, application number C2018-007.

2. Other Items

a) Civic Numbering

The Director gave Committee an overview of the civic numbering requirements in the Town. Director noted that his department

conducted a survey of 21 streets in the Town and there was 87% compliance for visible civic numbers.

Committee suggested that we continue advising residents of the importance of having a civic number visible on their property for life safety reasons.

The Director will ensure that reminders are sent out through social media and Torbay Talks.

b) Water Shed Areas South Pond and Great Pond

Committee agreed that the Director should arrange a meeting with all of Council as soon as possible.

Committee also suggested that the Town should seek some input from the Town's solicitor on the court cases that occurred with the City of St. John's in relation to watersheds.

3. Amendments

a) Municipal Plan Amendment No. 1, 2017, Development Regulations Amendment No. 2, 2017 - An amendment to rezone land in the Forest Landing area from Rural (RUR) to Residential Large Lot (RLL).

The Director noted that the deadline has passed for comments in relation to the public hearing and that there were no letters received in relation to the amendments. Committee agreed that the public meeting should be canceled.

See Motion below.

Before vote by Council was held on the Motion, Council discussed advertising pertaining to the above and cancellation of the public meeting. It was suggested to provide reason for cancellation to ensure process clearly explained.

b) Municipal Plan Amendment No. 2, 2017 and Development Regulations Amendment No. 3, 2017. An amendment to rezone land at the end of Barn Marsh Road to accommodate a building lot. The property will be rezoned from Rural (RUR) to Residential Infill (RI).

The Director noted that the deadline has passed for comments in relation to the public hearing and that there were no letters received in relation to the amendments. Committee agreed that the public meeting should be canceled.

See motion below.

RES-79-2018

Moved by Justin Martin, seconded by Trina Appleby

RESOLVED THAT the Town of Torbay approve Municipal Plan Amendment No 1, 2017, and Development Regulations Amendment No 2, 2017. These amendments pertain to the rezoning of land for the Forest Landing Development Phase 7C. The property is being rezoned from Rural (RUR) to Residential Large

Lot (RLL). The amendment will now be sent to Municipal Affairs and Environment for final review and registration.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

RES-80-2018

Moved by Justin Martin, seconded by Trina Appleby

RESOLVED THAT the Town of Torbay approve Municipal Plan Amendment No 2, 2017, and Development Regulations Amendment No 3, 2017. These amendments pertain to the rezoning of land at the end of Barn Marsh Road to accommodate a building lot. The property is being rezoned from Rural (RUR) to Residential Infill (RI). The amendment will now be sent to Municipal Affairs and Environment for final review and registration.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

6.5.2. Applications Approved

The following applications were approved subject to the normal conditions and requirements for building within the Town of Torbay:

| Application | Location | Proposal |
|--------------------|-------------------------------|--------------------------------------|
| C2018-014 | 17 Roblin Place | Accessory Building |
| C2018-015 | 29 Pulpit Rock Road | Accessory Building & Driveway Access |
| C2018-016 | 10 Anastasia's Place | Single Family Dwelling |
| C2018-017 | 10 Anastasia's Place | Accessory Building |
| C2018-020 | 2 Gosse's & Rodger's Crescent | Single Family Dwelling |

6.5.3. Building Applications

RES-81-2018

Moved by Justin Martin, seconded by Trina Appleby

Building Applications to be Approved

Application: C2018-007

Location: 1359 Torbay Road

Proposal: Extension to existing 6 unit apartment building (additional 4 units)

Zoning: Town Centre (TC)

RESOLVED THAT the Town of Torbay approve Application C2018-007, under the Applications to be Approved section of the Building Application Report, dated March 23, subject to the following condition:

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

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

RES-82-2018

Moved by Justin Martin, seconded by Trina Appleby

Building Applications to be Deferred

Application: S2018-004/C2018-018

Location: Portion of 65 Marine Drive (Lot 1)

Proposal: Single Family Dwelling

Zoning: Residential Medium Density (RMD), Conservation (CON)

RESOLVED THAT the Town of Torbay defer Application S2018-004 / C2018-018, under the Applications to be Deferred section of the Building Application Report, dated March 23, for further review.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |

| | | | |
|---------------------------------|---|---|---|
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

RES-83-2018

Moved by Justin Martin, seconded by Trina Appleby

Application: S2018-004/C2018-019

Location: Portion of 65 Marine Drive (Lot 2)

Proposal: Single Family Dwelling

Zoning: Residential Medium Density (RMD), Conservation (CON)

RESOLVED THAT the Town of Torbay defer Application S2018-004 / C2018-019, under the Applications to be Deferred section of the Building Application Report, dated March 23, for further review.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

6.5.4. Business Applications

RES-84-2018

Moved by Justin Martin, seconded by Trina Appleby

Business Applications for Approval

Application: D2017-196

Location: 7 Kennedy's Brook Drive

Proposal: Coffee shop/catering business

Zoning: Public Buildings (PB)

RESOLVED THAT the Town of Torbay approve Application D2017-196, under the Applications for Approval section of the Business Application Report, dated March 23, 2018, 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.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

RES-85-2018

Moved by Justin Martin, seconded by Trina Appleby

Application: D2018-008

Location: 38 Motion Lane

Proposal: Holistic/Naturopathy Business

Zoning: Residential Medium Density (RMD)

RESOLVED THAT the Town of Torbay approve Application D2018-008, under the Applications for Approval section of the Business Application Report, dated March 23, 2018, 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.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

RES-86-2018

Moved by Justin Martin, seconded by Trina Appleby

Application: D2018-011
Location: 1339 Torbay Road
Proposal: Fitness Centre
Zoning: Town Centre (TC)

RESOLVED THAT the Town of Torbay approve Application D2018-011, under the Applications for Approval section of the Business Application Report, dated March 23, 2018, 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.*

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

RES-87-2018

Moved by Justin Martin, seconded by Trina Appleby

Application: D2018-012
Location: 49 Roblin Place
Proposal: Home Office for Consulting Business
Zoning: Residential Infill (RI)

RESOLVED THAT the Town of Torbay approve Application D2018-012, under the Applications for Approval section of the Business Application Report, dated March 23, 2018, 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.*

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

6.6. Protective Services and Public Safety

6.6.1. Protective Services and Public Safety Committee

Councillor Martin left the Public Council Chambers at 7:45 p.m. It was agreed by all Members of Council in attendance to recess the Public Council Meeting at 7:45 pm.

Councillor Martin returned to the Public Council Chambers at 7:50 p.m. The Public Council Meeting resumed and the Chair called the Meeting back to order at 7:50 p.m.

Minutes of the Protective Services and Public Safety Committee, dated March 21, 2018

Items discussed included:

1. Commissionaires Report

Report included for information.

2. Ticketing Legislation

CAO confirmed that the Commissionaires, Brian Winter (Director of Planning and Development) and she met to discuss the approach on the review of property based regulations and request for ticketing authority. It was agreed that the regulations would be divided into three categories – Planning, Public Works and Fire Department. The next meeting will be held in two weeks' time. CAO stated she will be coordinating with Fire Chief and the Director of Infrastructure and Public Works for the next meeting review.

Regarding the approval of ticketing authority for the traffic regulations, CAO stated she will follow up with the Department of Transportation and Works by week's end as no reply has been received to date.

3. Crime Stoppers Signs

All signs have been installed.

4. Pedestrian Safety

Committee discussed the recent Harbourside Consulting presentation to Council regarding the proposed speed calming solutions for Mahon's Lane, Country Drive, Convent Lane and Patrick's Path. It was agreed that the consultant should contact the residents to seek their feedback on the proposed solutions before making a recommendation back to Council regarding implementation. CAO agreed to follow up with Harbourside to confirm process and timelines.

Council discussed the below:

Chair discussed that the Consultant came back with a plan at a cost of approximately half a million dollars. It was discussed that this could be too much and that a four year plan be developed. Consultants were instructed to come back with a second price which was half the cost of the proposal. Recommended going forward with the full plan, but to obtain feedback first from the public. The Chair requested opinions from Council Members.

It was discussed to ensure we have sufficient public engagement and request feedback from all residents, not just the areas mentioned above, as there are issues in other areas of the Community.

Town to go back to Consultant to see why some areas in the Town did not meet list for speed calming solutions.

An update on area of Juniper Ridge was requested.

It was noted that installation of infrastructure will take place after the Winter season. Awaiting materials to be delivered and the consultant is in process of obtaining quote for installation. Timelines will be further communicated to Council.

6.6.2. Municipal Enforcement

Municipal Enforcement Report, dated March 1 - 21, 2018 included for information.

6.6.3. Torbay Volunteer Fire Department

Minutes of the TVFD Meeting, dated March 19, 2018, included for information.

7. **Liaison Committees**

- 7.1 Jack Byrne Regional Sports and Entertainment Centre
No report.
- 7.2 Northeast Avalon Joint Council
NEAJC - reports provided for information.

7.3 Torbay Harbour Authority
No report.

7.4 Torbay Volunteer Fire Department
The Firefighters' Ball is taking place on April 14th. The Department invited all Members of Council. Mayor Scott encouraged everyone to attend. The Firefighters' Ball is an opportunity to learn what they do - they present a slide show of their training, provide a presentation on their emergency calls, and awards are provided for Firefighter of the Year and Long Service.

7.5 Urban Municipalities Committee
No report. Once Minutes of the last meeting are received, Mayor will forward for inclusion in Council Package.

8. Notices of Motion

8.1 None.

9. New Business

9.1 Mayor Scott

Mayor Scott congratulated the Town's Planning Technician on being elected to the Board of the Canadian Appraisers Institute.

9.2 Deputy Mayor Appleby

Deputy Mayor Appleby requested an update on Skipper's Landing and questioned if there were timelines regarding the issue of flooding in the area.

It was noted that the Town is working on finding solutions and addressing issues. Council are listening and staff are engaged. Staff to provide information.

She advised that she received an email from resident questioning an issue at neighbouring property and business at 1229 Torbay Road, wanting to make sure the property owner understands staff are engaged and following up.

Deputy Mayor advised she wants residents to know we're representing them and working on their behalf.

9.3 **Councillor Gallant** - Passed

9.4 **Councillor Martin** - Passed

9.5 **Councillor Pollard** - Absent

9.6 **Councillor Roche** - Absent

9.7 **Councillor Thorne-Gosse** - Absent

10. Question & Answer Session

10.1 There were no questions or comments from the Gallery

11. Next Public Council Meeting

11.1 The next Public Council Meeting is scheduled to take place on April 9, 2018, at 6:30 p.m. Council Chamber, Torbay Town Hall.

12. Adjournment

12.1 Adjournment of Meeting.

RES-88-2018

Moved by Justin Martin, seconded by Trina Appleby

RESOLVED THAT the meeting be adjourned at 8:15 p.m., as there was no further business.

| | For | Against | Abstained |
|------------------------------------|------------|----------------|------------------|
| Craig Scott | x | | |
| Trina Appleby (Seconded By) | x | | |
| Geoff Gallant | x | | |
| Justin Martin (Moved By) | x | | |
| | 4 | 0 | 0 |

CARRIED.

CAO/Town Clerk

Mayor