



**MINUTES**  
**Regular Public Council Meeting**  
**Wednesday, April 25, 2018 Council Chamber**

Minutes of the Regular Meeting of Council held in the Council Chamber, Town Hall, on April 25, 2018, at 6:33 p.m.

**COUNCIL PRESENT:** Craig Scott, Mayor  
Trina Appleby, Deputy Mayor  
Geoff Gallant, Councillor  
Justin Martin, Councillor  
Tony Pollard, Councillor  
Mary Thorne-Gosse, Councillor

**COUNCIL ABSENT:** Peggy Roche, Councillor

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

**STAFF ABSENT:** Ross Houlihan, Economic Development Officer

**GALLERY PRESENT:** There were a total of 10 people in attendance.

**1. Agenda/Minutes**

a) Adoption of Agenda.

**RES-101-2018**

Moved by Tony Pollard, seconded by Mary Thorne-Gosse

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

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
Trina Appleby	x		
Geoff Gallant	x		

Justin Martin	x		
<b>Tony Pollard (Moved By)</b>	x		
<b>Mary Thorne-Gosse (Seconded By)</b>	x		
	6	0	0

CARRIED.

- b) Adoption of Public Council Meeting Minutes, dated April 9, 2018.

**RES-102-2018**

Moved by Tony Pollard, seconded by Mary Thorne-Gosse

*RESOLVED THAT the Minutes of the April 9, 2018, Public Council Meeting be adopted as presented.*

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
Trina Appleby	x		
Geoff Gallant	x		
Justin Martin	x		
<b>Tony Pollard (Moved By)</b>	x		
<b>Mary Thorne-Gosse (Seconded By)</b>	x		
	6	0	0

CARRIED.

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

- a) Miles for Smiles Foundation - Child Abuse Prevention Month - April 2018 Proclamation

**RES-103-2018**

Moved by Tony Pollard, seconded by Mary Thorne-Gosse

*RESOLVED THAT the Town of Torbay do hereby proclaim the month of April 2018 to be Child Abuse Prevention Month in Torbay, and urge all citizens to work together to help reduce child abuse and neglect significantly in years to come.*

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
Trina Appleby	x		

Geoff Gallant	x		
Justin Martin	x		
<b>Tony Pollard (Moved By)</b>	x		
<b>Mary Thorne-Gosse (Seconded By)</b>	x		
	6	0	0

CARRIED.

- b) Canadian Mental Health Association NL - Mental Health Week 2018 Proclamation

**RES-104-2018**

Moved by Craig Scott, seconded by Geoff Gallant

*RESOLVED THAT the Town of Torbay hereby proclaim the week of May 7th - May 13th, as CMHA Mental Health Week, and encourage all citizens to Get Loud for mental health.*

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
<b>Craig Scott (Moved By)</b>	x		
Trina Appleby	x		
<b>Geoff Gallant (Seconded By)</b>	x		
Justin Martin	x		
Tony Pollard	x		
Mary Thorne-Gosse	x		
	6	0	0

CARRIED.

- c) International Economic Development Council - National Economic Development Week Proclamation

**RES-105-2018**

Moved by Craig Scott, seconded by Trina Appleby

*RESOLVED THAT the Town of Torbay do hereby recognize May 7 - 12, 2018, as National Economic Development Week in the Town of Torbay, and remind individuals of the importance of this community celebration which supports expanding career opportunities and improving quality of life.*

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
<b>Craig Scott (Moved By)</b>	x		
<b>Trina Appleby (Seconded By)</b>	x		

Geoff Gallant	x		
Justin Martin	x		
Tony Pollard	x		
Mary Thorne-Gosse	x		
	6	0	0

CARRIED.

Mayor Scott discussed proclamations in general, and the importance to support their initiatives all the time, not just for the day, week, or month that they're proclaimed. When the need arises, it's important for us to stand up for our values and those of others. Mayor thanked the organizations for putting forward their proclamations, and others in the past.

d) Question & Answer

Mayor Scott referred to the Gallery and asked if anyone would like to present to Council. The following had comments:

Resident/Development Applicant discussed Great Pond area and zoning, questioning the below:

- Zoning in the area and if it would be changed if the Town receives services for water supply.
- Farming is taking place in the watershed.
- Crown Land allows for wood cutting in the area.
- There's an area of property in the Watershed area that has been trenched.
- Grandfather clause for individuals in the Watershed.
- A petition is in process of being collected and will be presented in the future.
- Request for a meeting with the Town to discuss further.
- Possible costs to residents to maintain the water supply if Great Pond is added.

Mayor advised reports are initial, and will be further reviewed and researched. Mayor requested that the resident forward her above concerns and requests in writing to the Town.

Resident in the Gallery discussed that he received a letter from the Town requesting removal of metal container from his property or to submit an application for a permit. Resident discussed the below:

- Resident advised that he received correspondence from the Town dated April 11th requesting that the container be moved by April 27th. He requested an extension to the deadline.
- The metal container is used for storage of equipment.
- There are security and environmental concerns on property, which warrants storage.

- Resident has an existing permit to build a shed, which was approved last Fall of which all conditions on permit are met with the container.

Mayor advised the resident that the above will be reviewed by Planning and Land Use Development.

### 3. Mayor's Report

#### a) Mayor's Report - April 25, 2018

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

##### Volunteer Appreciation Night, April 19th

The event was very well attended, with some excellent speakers also in attendance. Our volunteers are an inspiration to all of us and do so much for our communities. It was nice to put off this event for our volunteers to show our appreciation.

##### Holy Trinity High School Heritage Projects

Mayor participated as a judge for the Grade 8 Heritage Projects. He advised that the projects were very well done, and he learned some history as well. Mayor congratulated all winners.

##### Town's Recycling Promotion

Mayor was interviewed by CBC regarding the Town's recycling promotion, "Sort it Out, Torbay!". It's a powerful campaign which is working very well. There's an increase in recycling over the last year.

##### St. John's Committee of the Whole

Mayor and CAO attended the recent St. John's Committee of the Whole meeting to view their process, which seems very efficient. They presented their mid-point update and discussed pros and cons, of which Council provided feedback. The Town may explore this process.

Met with Mayor Breen afterwards to discuss the above and its benefits. The Town is doing further research and will bring forward discussions for review. Very preliminary at this time.

### 4. Business Arising

#### a) Business Arising Report

The Business Arising Report, dated April 25, 2018, was discussed and accepted as presented:

Item 13 - Juniper Ridge Intermediate Library

It was requested that this item remain on the Business Arising Report, as it's not complete. It was suggested that staff reach out to the school to see if there's any additional support the Town can provide. For further discussion by the Community Services and Economic Development Committee.

Item 6 - Water and flooding issues at Skippers Landing

An update was provided:

A review was completed by consultant, and an estimate was provided relating to tender documents. Estimate was higher than budgeted amount. This item is deferred until storm water review completed, which may mitigate some issues.

Timeline was questioned. Committee to further discuss and Council to meet to discuss costs, funding and next steps. It was noted there are parameters in place regarding the new procurement legislation; and, Committee of the Whole to discuss further in the way of work already completed and action plan.

Work has been done in the area, and Infrastructure and Public Works are monitoring the situation.

**5. Correspondence**

- a) St. John's and District Labour Council - Annual Wreath Laying Ceremony observing the National Day of Mourning for Works Killed or Injured in the Workplace.

Mayor Scott is attending the Wreath Laying Ceremony on Saturday, April 28th on behalf of the Town.

- b) MAA - Clar Simmons Scholarship

MAA put this scholarship in place in recognition of contribution of a former employee who passed away. For information.

**6. Committees of Council**

6.1. Community Services & Economic Development

6.1.1. Community Services and Economic Development

Minutes of the Community Services and Economic Development Committee Meeting, dated April 11, 2018

Items discussed included:

### Community Services

1. Youth Representative

Referred the Youth Representative Position to the Human Resources and Administration Committee to review and develop policies.

2. Volunteer Appreciation

Volunteer Appreciation Night took place on April 19th. It was a great night, and Council thanked Staff for their work involved.

3. Program Update

Director of Community Services updated Committee on the current programs that are taking place.

4. Community Healthy Living Fund

The Community Services Department was successful in obtaining funding in the amount of \$5,000.00, under the Department of Children's, Seniors and Social Development for an Healthy Active Living Program for older adults.

5. Community Engagement

Discussed to ensure needs of our Community are met. There will be work completed on evaluations for services and programs. Youth will be engaged regarding a skate park.

### Economic Development

Chamber of Commerce Update

The Economic Development Officer provided an update to Committee.

Business Retention & Expansion Project

An opportunity to engage in a research project to enhance business retention and expansion in Torbay has arisen. Committee were satisfied with the price which is based on the consultant reaching the goal of six municipalities participating so that economies of scale could be reached.

Community Profile

Final draft of the new community profile is currently being reviewed and a draft will soon be available for review.

Town Centre Land Review

Town Centre Lands Analysis was attached for information.

#### ACOA Committee Meeting

Staff are preparing an agenda for ACOA's visit to the Committee for review by Council. All Council will be invited for this meeting, as well.

Council also discussed and requested clarification pertaining to the Beach Committee and work that's taking place at the Beach. There is overlap with the History House and Museum. It was requested that the Town touch base with the former group. It was noted that a meeting is scheduled with the consultant and Economic Development Officer. There are some outstanding items to be reviewed and completed regarding the Board - a meeting will take place the week of April 30th. Once done, an update will be provided to everyone.

## 6.2. Finance

### 6.2.1. Corporate Services

Minutes of the Corporate Services Committee Meeting, dated April 18, 2018

Information discussed included:

1. Invoice approval, cheque register, income/expense & invoiced vs received report review were discussed.

#### 2. Town Hall Renovation Tender Award

The Director circulated a memo pertaining to the Town Hall renovations.

The tender for the project closed on April 9th.

There were eight bids received with Eastern Contracting Ltd providing the low bid. The bid was reviewed and found to have all tender forms properly completed with a bid bond included.

See below motion.

Before a vote was held on the motion, Council questioned and discussed the below:

- Information regarding the bid bond and lowest cost bidder.
- Contingency and budget.
- Possible change orders and possible additional costs.
- CAO to provide information regarding project management, evaluations and protections.

After discussion, a vote was then held on the motion.



3. Approval of Progress claim #1 & 2 – Community Centre

There was an error recognized in the processing of progress claim #1 approved for payment. Therefore, the original cheque has been cancelled and a new one is submitted for approval and a new cheque will be processed.

**RES-106-2018**

Moved by Tony Pollard, seconded by Justin Martin

*RESOLVED THAT the Town of Torbay award the Town Hall Renovations to the bidder with the lowest total price, Eastern Contracting Ltd in the amount of \$770,686.09 plus HST. All tender forms were properly completed and a bid bond was included with submission by this bidder. This is a budgeted expenditure.*

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
Trina Appleby	x		
Geoff Gallant	x		
<b>Justin Martin (Seconded By)</b>	x		
<b>Tony Pollard (Moved By)</b>	x		
Mary Thorne-Gosse	x		
	6	0	0

CARRIED.

6.2.2. Finance Report

Payroll

Payroll for the period of April 7th to 20th, 2018 for 28 employees totaled \$66,653.25.

Accounts Payable

For the period of April 7th to 20th, 2018, invoices in the amount \$1,090,701.33 were processed.

Invoices for Approval

The following seventeen (17) invoices are presented for approval:

**RES-107-2018**

Moved by Tony Pollard, seconded by Justin Martin

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

<b>Invoice #</b>	<b>Vendor and Detail</b>	<b>Amount</b>
RF 2018-5	City of St. John's (Town Share 911 & Stand by for 2018)	\$70,331.46
27305	Commissionaires (Enforcement Mar25-Apr10 2018)	\$10,304.00
27398	Commissionaires (Enforcement Feb 25-Mar10)	\$10,304.00
27503	Commissionaires (Enforcement Mar11-24)	\$10,304.00
1033	Harbourside Transportation Consultants (Traffic Calming Covent's Lane)	\$7,222.00
1034	Harbourside Transportation Consultants (Traffic Calming Country Drive)	\$7,222.00
1035	Harbourside Transportation Consultants (Traffic Calming Patrick's Path)	\$7,222.00
1036	Harbourside Transportation Consultants (Traffic Calming Mahon's Lane)	\$7,222.00
2604	Marco Services Ltd (Community Centre Progress Claim #1)	\$526,319.24
2619	Marco Services Ltd (Community Centre Progress Claim #2)	\$244,001.25
99824	Municipal Assessment Agency (Second Qtr Assessment Fees)	\$26,061.75
2442	NARL Marketing Limited Partnership (Diesel for Depot Tank)	\$5,649.05
14293963 Mar18	Newfoundland Power (Street Lighting & Digital Sign)	\$18,567.71
011390-0000	Prime Creative (Community Profile Update design and development)	\$7,181.75
April 1-15 2018	Receiver General for Canada (Payroll deductions)	\$23,270.23
2017-037-07	T2 Ventures (Garbage & Recycling collection)	\$41,860.00
0013583	Architecture 49 (Owner's Advisor Services for Community Centre)	\$17,135.92
	<b>Total:</b>	<b>\$1,040,178.36</b>

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
Trina Appleby	x		
Geoff Gallant	x		
<b>Justin Martin (Seconded By)</b>	x		
<b>Tony Pollard (Moved By)</b>	x		
Mary Thorne-Gosse	x		
	6	0	0

CARRIED.

6.3. Human Resources and Administration

6.3.1. Human Resources and Administration Update

Report provided for information.

6.3.2. Minutes of the Human Resources and Administration Committee Meeting, dated April 11, 2018.

Items discussed included:

1. Performance Evaluations

An update on the implementation of the recommendations of CAO's performance evaluation was provided. It was agreed that Committee would provide Council with a report card to all Council in terms of the CAO's action items. Committee discussed a deadline for completion of all initiatives by September 2018.

An update was provided on the status of the Senior Management Performance Evaluations. All evaluations would be completed by mid-June 2018. From there, action plans would be developed to include strategic plan and main operating initiatives, for the remainder of 2018.

2. Staff Update

In terms of the Summer Day Camp Program, an overview was provided of the application and interview process. Seventy-seven applications were received; twenty-two interviews were conducted for sixteen positions.

Council requested the names of people hired for the summer day camp program.

The maternity leave replacement for the Director of Finance position closed today, April 25, 2018. The CAO and Director will screen applicants independently, will confirm interview applicants, with the aim to have the hire completed by May 2018.

3. Rules of Procedure

Committee requested this matter be deferred, so they could review the draft document before circulation to all Council. Committee members agreed to meet before the next regularly scheduled Committee meeting (May 9th), to review.

4. Respectful Workplace Training

Training for all Council to take place on April 30th, followed by a session for senior management and then all staff on May 2, 2018.

5. Committee of Council Meeting Schedule

The current schedule for committee meetings versus what was approved by Council was discussed, and is being looked into.

6. Strategic Plan

CAO confirmed it was her intent to meet with the consultant and present the draft Strategic Plan, complete with action plan before April 30, 2018.

7. Youth Representative for Council

This matter was deferred from the Community Services and Economic Development Committee to the HR and Administration Committee. It was agreed to defer this matter for discussion at the next Committee meeting.

8. Next Committee Meeting

The next Committee meeting will be held on May 9, 2018 at 7:00pm.

6.4. Planning and Land Use Development

6.4.1. Planning and Development

Minutes of the Planning and Development Committee Meeting, dated April 18, 2018

Items discussed included:

1. Development Proposals

a) Proposal from property owner 177-185 Middle Three Island Pond to reconstruct a cabin that was destroyed by fire.

The application will be dealt with in the Building Application Report dated April 20, 2018, application number C2018-024.

## 2. Amendments

a) Request from property owner 72-78 Humpity Marsh Road to rezone from a rural use to a residential use.

See motion below.

## 3. Correspondence

a) Cantwell Properties, Convent Land and North Pond Road

This item pertains to servicing of water. A review of water capacity is being completed and hopefully a favorable response is received.

It was further noted that information will come back to Council to discuss as part of the Strategic Plan.

Council discussed water servicing from the City. It was noted that the City is having a meeting on May 1st. Should have an indication where things stand after that time.

b) Correspondence from the Eastern Newfoundland Region Appeal Board in relation to the Quarry Development Appeal in the Middle Three Island Pond Road area.

The Director to seek some clarification on what the next steps should be and further discuss with all Council.

It was noted that a meeting is scheduled next week.

## 4. Other Items

a) Darryl Pye Drive

CAO to look into date and time regarding dedication of the street with family and friends of Mr. Pye.

b) Storm Water Management Plan

Director is starting process.

c) Civic Numbering

Civic numbering is being promoted through the Town's social media.

d) Torbay Environmental Advisory Committee (TEAC) call for expression of interest to join the committee.

The Director has been working on a call for expression of interest for members for the committee. It should be ready for review at the meeting.

**RES-108-2018**

Moved by Mary Thorne-Gosse, seconded by Justin Martin

*RESOLVED THAT the Town of Torbay give the property owner at 72-78 Humpity Marsh Road approval to rezone the property to accommodate an extension to the already approved residential development. The property is to be rezoned from Rural to Residential Large Lot (RLL). The applicant will pay for the cost of the amendment up front before any work is started on the amendment. A regional Plan Amendment is also required.*

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
Trina Appleby	x		
Geoff Gallant	x		
<b>Justin Martin (Seconded By)</b>	x		
Tony Pollard	x		
<b>Mary Thorne-Gosse (Moved By)</b>	x		
	6	0	0

CARRIED.

6.4.2. Applications Approved

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

<b>Application</b>	<b>Location</b>	<b>Proposal</b>
B2018-025	6 Clement's Lane	General repairs
C2018-027	207 Bauline Line	Accessory building
C2018-028	6 Riverbend Place	Wheelchair ramp
B2018-030	282 Indian Meal Line	General repairs
C2018-032	47 Mahon's Lane	Accessory building
C2018-034	24 Quigley's Lane	Remove existing accessory building and construct new accessory building
C2018-035	437 Bauline Line	Remove existing accessory building and construct new accessory building
C2018-036	29 Brown's Lane	Accessory building
B2018-004	409 Pine Line	Backfilling/excavation

6.4.3. Building Applications Report, dated April 20, 2018

See below motions:

Before a vote was held regarding Application C2018-024, Council discussed the below:

- As per legislation, Council is unable to approve based on the fact that the application was not received within 12 month time frame of destruction by fire.
- It was further noted that the structure was completely destroyed, with no portion still standing.

After discussion, a vote was then held on the motion.

**RES-109-2018**

Moved by Mary Thorne-Gosse, seconded by Justin Martin

*Building Applications to be Approved*

**Application:** MV2018-003  
**Location:** 33 South Pond Road  
**Proposal:** Variance on building line frontage  
**Zoning:** Residential Medium Density (RMD)

*RESOLVED THAT the Town of Torbay approve Application MV2018-003, under the Applications to be Approved section of the Building Application Report, dated April 20, subject to the following conditions:*

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

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
Trina Appleby	x		
Geoff Gallant	x		
<b>Justin Martin (Seconded By)</b>	x		
Tony Pollard	x		
<b>Mary Thorne-Gosse (Moved By)</b>	x		
	6	0	0

CARRIED.

**RES-110-2018**

Moved by Mary Thorne-Gosse, seconded by Justin Martin

*Applications to be Refused*

**Application:** C2018-024  
**Location:** 175-185 Middle Three Island Pond Road  
**Proposal:** Reconstruct cabin that was destroyed by fire  
**Zoning:** Rural (RUR)

RESOLVED THAT the Town of Torbay refuse Application C2018-024, under the Applications to be Refused section of the Building Application Report, dated April 20, for the following reason:

1. All subject property is located within the Rural (RUR) Land Use Zone, which only permits single family dwellings on a discretionary basis when the dwelling is solely related to a forestry or agricultural use.

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
Trina Appleby	x		
Geoff Gallant	x		
<b>Justin Martin (Seconded By)</b>	x		
Tony Pollard	x		
<b>Mary Thorne-Gosse (Moved By)</b>	x		
	6	0	0

CARRIED.

6.4.4. Business Application Report, dated April 20, 2018

See below motion:

**RES-111-2018**

Moved by Mary Thorne-Gosse, seconded by Justin Martin

*Business Applications for Approval*

**Application:** D2018-029  
**Location:** 119 Indian Meal Line  
**Proposal:** Dog Grooming  
**Zoning:** Residential Medium Density (RMD)



*RESOLVED THAT the Town of Torbay approve Application D2018-029, under the Applications for Approval section of the Business Application Report, dated April 20, 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.

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
Trina Appleby	x		
Geoff Gallant	x		
<b>Justin Martin (Seconded By)</b>	x		
Tony Pollard	x		
<b>Mary Thorne-Gosse (Moved By)</b>	x		
	6	0	0

CARRIED.

6.5. Protective Services and Public Safety

6.5.1. Protective Services and Public Safety Committee

Minutes of the Protective Services and Public Safety Committee Meeting,  
dated April 11, 2018

Items discussed included:

1. Update on Municipal Enforcement Partnership

Effective April 1, 2018, the Town of Portugal Cove-St. Philip's has requested, that the Commissionaires invoice them directly for their patrol hours.

2. Resident Speed Calming Requests

A. Convent Lane, Mahon's Lane, Patrick's Path, Country Drive

Residents have been sent a letter regarding the proposed solutions for speed calming on their streets. Feedback will come back to the next Committee meeting. There is some unused funds from prior budgets as it pertains to pedestrian safety. CAO will confirm the dollar value for the next meeting.

B. Local Road Requests for 2018

There are three pedestrian safety requests for 2018 to date. The roads are Karon Drive, Quigley's Lane and Piperstock Place. The consultant will be reviewing within the next 7-10 days with a recommendation to follow.

C. Indian Meal Line Resident Petition

CAO provided Committee with an overview of the resident petition that was presented last term of Council. Committee discussed the fact that this is a provincial government road, its classification, the traffic volume and documented speeds. CAO also provided an overview of a conversation she had with two residents in the area regarding a meeting that was held with the Department of Transportation and Works last year. Committee requested some additional time to review the matter and requested that this request be discussed further at the next Committee meeting.

3. Ticketing Legislation

Meetings will be held with the Fire Chief, Director of Infrastructure and Public Works, and the Commissionaires to discuss next steps regarding submission of the appropriate regulations for ticketing authority. CAO has set a tentative deadline of June 30, 2018 to have all regulations submitted to the Department of Municipal Affairs and Environment for consideration.

Council discussed safety issues in the way of commercial vehicle activity on Streamside Lane property. To be forwarded to Director of Planning and Development.

4. Juniper Ridge Crosswalk

We are still on target for a spring install. The poles should be delivered within 3-4 weeks. In addition, the consultants are following up with Transportation and Works to discuss a land dispute, to ensure there is no impact to the project.

5. Update on FCM Application – Torbay Road Sidewalks and Roundabout

The Town's application to the Green Municipal Fund was unsuccessful. FCM considered the project as standard road widening and normal business operations for a municipality. CAO stated she will conduct additional research to identify other potential funding opportunities for the project.

6. Crimestoppers

Committee requested the CAO follow up with Crimestoppers to see if additional signage is available for installation within the Town. They also requested the CAO follow up regarding messaging for inclusion in Torbay Talks and on social media.

CAO to check into signage for resident's windows - as being on lookout for the neighbourhood, as requested by Council.

6.5.2. Torbay Volunteer Fire Department

Minutes of the Torbay Volunteer Fire Department, dated April 16, 2018, included for information.

6.6. Public Works and Infrastructure

6.6.1. Public Works

Minutes of the Public Works Committee Meeting, dated April 18, 2018

Items discussed included:

Updates

1) MYCW 2017-2021

Community Center Project – the project is ongoing.

Chair noted that at the next Meeting, May 7th, the consultant will be providing an update on the Community Centre, starting at 6:00 p.m. CAO will forward invites.

2) Recreational Facilities

Multi-Purpose Court UTC – work is ongoing.

Grand Concourse has start design and planning details for the stream crossing for the lower Street trail

UTC Softball clubhouse – renovations of the UTC Softball building have begun with a complete upgrade of the interior facility planned.

3) Waste Management

The Director of Infrastructure and Public works and CAO have meet with waste marketing firm to review current campaign. A report and schedule will be proposed for community education program and next steps.

Great Torbay Pick Me Up – the scheduled date is for May 14. This year the Town will offer a program to community youth groups the will give them \$5 per bag collected during the Great Torbay Pick Me Up. It is designed to have town oriented youth groups take an area of the town to collect on the day of May 14. The groups will register in advance and provide the town with locations along with targeted streets so there is no duplication of efforts between the groups. As in previous years we will provide gloves and bags for participants.

Bulk Garbage – will take place the Weekends of May 28-29 and June 5-6. The program will be similar to previous years and will be located at the new municipal depot, on the Torbay Bypass Rd.

4) Miscellaneous

Trail Agreement – Legal is reviewing and will provide recommendations for the Town moving forward.

Snow Clearing Project – Staff are reviewing all snow clearing routes to identify problem areas within the town. Legal is reviewing and will provide recommendations for the Town moving forward.

5) Correspondence & Action Report Items

Skippers Landing – The Town's municipal consultants will undertake a Storm Water Management assessment of the area. In the interim the town's staff will monitor the area closely.

6) Scheduling of the next meeting: Meeting was scheduled for Wednesday, May 2, 2018 at the Town Hall.

Chair, Councillor Thorne-Gosse advised she will be out of Town during this time and hopefully the Mayor can attend.

**7. Liaison Committees**

- a) Jack Byrne Regional Sports and Entertainment Centre  
Northeast Avalon Arena Regional Board Inc. - Financial Statements December 31, 2017

Council discussed concerns pertaining to the financial statements, including net loss amount and professional fees. Council noted that fees were incurred pertaining to the second ice pad.

Mayor requested that Council's concerns be sent to him, Deputy Mayor and CAO to bring forth to the Arena Board for clarification.

- b) Northeast Avalon Joint Council  
No report.
- c) Torbay Harbour Authority  
It was noted that a new crane is now in place at the Harbour.
- d) Torbay Volunteer Fire Department  
Mayor congratulated those members of the Torbay Volunteer Fire Department on receiving awards at the recent Torbay Volunteer Fire Department Firefighters' Ball. Members were acknowledged at the Volunteer Appreciation Night, and Mayor thanked them.
- e) Urban Municipalities Committee  
The next meeting is taking place in June in Springdale.

**8. Notices of Motion**

There were none.

**9. New Business**

- a) Mayor Scott

Mayor offered condolences on behalf of the Town to the City of Toronto and the families of those who were killed and injured in the recent tragedy.

He congratulated CAO's son on his upcoming attendance on the human rights trip to Washington, noting he's one of thirty-two students who applied.

Mayor wished all a Happy Administrative Professionals Day.

He thanked Members of Council for doing a good job over this past couple of weeks. The Town is seeing exciting things happening including the construction of a new community centre.

- b) Deputy Mayor Appleby

Deputy Mayor thanked Councillors who attended the Firefighter's Ball, and thanked the Department for the welcome received there. It was a great evening and she thanked Members of the Department for all they do.

She thanked the volunteers that came out to support the Soccer Club. An indoor program was started this year and families are very engaged.

Deputy Mayor advised she received an invitation from Big Brothers Big Sisters NL concerning an upcoming bowling challenge on April 29th and May 6th. She asked if any Members of Council are interested in attending with her for a team from Torbay, to let her know.

She advised she received notification from residents requesting rodent information to be shared with the public. Deputy Mayor requested the Town communicate information out to residents.

Deputy Mayor advised she was contact by a resident who is having some issues with the business next to her property on Torbay Road. The Town is working to resolve.

She discussed the Town's digital gateway sign on Torbay Road, requesting it be repaired. CAO noted it was supposed to be resolved today.

Deputy Mayor discussed Volunteer Appreciation Night, advising it was nice to see all age groups and different organizations attend. Great job to staff for putting this event together.

c) Councillor Gallant

Councillor Gallant thanked Mayor of the City of St. John's on their Committee of the Whole Meetings. He discussed its potential, and thanked the Mayor and CAO for attending to view their process.

d) Councillor Martin

Councillor Martin discussed the recent tragedy in Toronto and offered condolences to the City and those affected.

He advised he received a complaint from a resident over the weekend regarding an incident involving kids, speeding and dump trucks on the Bypass Road. Councillor Martin advised he will bring up at the next Committee Meeting. Mayor suggested he also forward on directly to the Director and/or CAO as these complaints are received, as these issues can be forwarded immediately on to the Commissaries who will contact the RNC.

Councillor Martin discussed that as speeding is always an issue, maybe speed limits need to be reviewed.

e) Councillor Pollard - Passed

f) Councillor Roche - Absent

g) Councillor Thorne-Gosse

Councillor Thorne-Gosse discussed Volunteer Appreciation Night advising it was very well attended, with volunteers of all ages. She thanked staff for arranging the event, advising it was very well done.

## 10. Question & Answer Session

- a) Resident in the Gallery noted that the East Coast Trail Association Trail Raiser Event is upcoming June 2nd in the Town of Petty Harbour - Maddox Cove, and encouraged all to join a team and/or support their event to help maintain and protect the East Coast Trail.

- b) Resident in the Gallery discussed Indian Meal Line and safety. She discussed Provincial roads in general in the way of maintenance and snow clearing by the Province. She asked that as taxpayers, it's important that the Town provide leadership and lobby on their behalf of its residents when it comes to safety and maintenance as there is a lot that needs to be done. It's important that the Town look after residents who reside on provincial roads as well. Mayor requested that the CAO prepare letters to the Province with residents' concerns.

**11. Next Public Council Meeting**

- a) The next Public Council Meeting is scheduled to take place on Monday, May 7, 2018, at 6:30 p.m. Council Chamber, Torbay Town Hall.

**12. Adjournment**

- a) Adjournment of Meeting.

**RES-112-2018**

Moved by Trina Appleby, seconded by Justin Martin

*RESOLVED THAT the meeting be adjourned at 8:35 p.m., as there was no further business.*

	<b>For</b>	<b>Against</b>	<b>Abstained</b>
Craig Scott	x		
<b>Trina Appleby (Moved By)</b>	x		
Geoff Gallant	x		
<b>Justin Martin (Seconded By)</b>	x		
Tony Pollard	x		
Mary Thorne-Gosse	x		
	6	0	0

CARRIED.

\_\_\_\_\_  
 CAO/Town Clerk

\_\_\_\_\_  
 Mayor