

TOWN OF PORTUGAL COVE-ST. PHILIP'S

March 25, 2008

Meeting was called to order at 7:30 pm.

IN ATTENDANCE:

Acting Mayor: Keith Mercer
Councillors: Steve Andrews
William Fagan
Adrienne King
Town Clerk/Treasurer: Loretta Tucker, Clerk/Treasurer

Acting Mayor Mercer advised that Mayor Collins and Councillor Seary were attending a meeting, called by residents of Portugal Cove to address the condition of the provincial roads that are within, or lead into, the Town. He also advised that Minister Whalen would be in attendance at this meeting. Furthermore that Councillor Butler had work commitments.

Also in Attendance:

Gallery of 12 persons.

Acting Mayor Mercer welcomed all members of the Gallery.

ADOPTION OF AGENDA

Motion: Andrews/King
08-080 Resolved that the Agenda dated **March 25, 2008**, be adopted.
Carried
Unanimously

ADOPTION OF MINUTES

Motion: Andrews/King
#08-081 Resolved that the Minutes of **March 11, 2008**, be adopted as presented.
Carried
Unanimously

BUSINESS ARISING

Town Manager's Report – was presented and read by the Acting Town Manager and is as reported.

Business Arising from the Minutes

Councillor Fagan requested copies of the following:
Item 7- page 9 – Email regarding alleged arsons.
Item 9- Page 9 – FCM regarding *Passenger Bill of Rights*.

COMMITTEE REPORTS

Finance and Administration Committee Report – March 19, 2008

1. Accounts for Payment

Motion: Andrews/King
#08-082 Resolved that Council pay the accounts (over \$5,000) in the amount of \$6,344.46.

Carried
Unanimously

2. Code of Conduct

Committee is gathering data and reviewing the essentials that will be necessary to develop a *Municipal Code of Ethics and/or a Municipal Code of Conduct* for the Town Council of Portugal Cove-St. Philips. Committee will bring forward this item when the information has been compiled.

3. Correspondence – Damage to Car.

Staff will write a letter to the owner of the damaged car and advise that on her behalf, will forward her letter to the Provincial Department of Transportation and Works. It will be explained that this road comes under the jurisdiction of the Provincial Government and is therefore not the responsibility of the Town. It was noted that the Superintendent of Works has corresponded with the Department on this very issue that he corresponds with the Department on an ongoing basis.

4. Cc of a letter to Municipal Affairs

Town Manager will acknowledge receipt of this letter.

5. Letter re Legal Matter

Town Manager will respond.

6. Travel Policy 2008

Please note there is no change from 2005-2006-2007.
Document is circulated for your review and information.

Motion: Andrews/King
#08-083 Resolved that Council accept the Travel Policy as circulated for 2008.

Carried
Unanimously

Councillor Fagan suggested that where possible, we supply the exact dates of the approved travel.

Town Clerk will amend the policy and supply the exact dates where available.

7. Request from TM to attend the Canadian Asset Management training

Planning for Sustainable Infrastructure – A 2 day training session on bringing all the asset management pieces together. (Engineering/Finance/Accounting/I.T)
This course also includes PSAB Training.

Motion: Andrews/King
#08-084 Resolved that Council approve for the Town Manger to take in the 2- day training session for Planning for Sustainable Infrastructure, which will take place April 22 & April 23, in Toronto. This is the first summit to lay the foundation for on-going asset planning. The course is outlined together with an agenda for both days and is circulated for information.

Carried
Unanimously

8. Dept. of Transportation & Works-Tender for Ice Control Materials 2008-2009
Correspondence from the Department of Transportation & Works advising the Town that they will include the Town of Portugal Cove- St. Philip’s salt requirement for 2008-2009 in the Provinces’ Tender call for *Ice Control Materials 2008-2009*. The Department also advised that the Town’s requirement will be a separate item in their tender.

Motion: Andrews/King
#08-085 Resolved that Council advise the Department of Transportation to include 650 tonnes of salt in their tender call for *ice control materials for 2008-2009* for the Town of Portugal Cove-St. Philips

Carried
Unanimously

Planning and Development Committee Meeting – March 18, 2008

1. 45-47 Marian Place

Application to Construct Accessory Building (Zoning: RMD)

Motion: Andrews/King
#08-086 Resolved that the application to construct a 112 square meter accessory building on a lot area of 7950 sq. meters and a 10% variance for the building line setback of the dwelling (resulting in an increase of the building line setback from 32-35 meters) at Civic #45-47 Marian Place be conditionally approved. This approval is in accordance with compliance to the Municipal Plan and Development Regulation, and all other regulatory bodies of government. The proposed accessory building size and variance to the building line setback requires a public notice.

Carried
Unanimously

2. Correspondence from Department of Municipal Affairs

- (a) ERAB requesting information on File No R08 EO5 location 15-17 Spurrell’s Road.
- (b) ERAB confirms decision of Council (File #R07 E30) Special Care Facility, Jonathan Heights.

- (c) ERAB advises appeal invalid (File #R07 E28) Special Care Facility, Jonathan Heights.
- (d) ERAB confirms decision of Council (File #R07 E13) 117-119 Beachy Cove Road.
- (e) ERAB confirms decision of Council (File #R07-E17) 116C Bennett’s Road.

4, CONDITIONAL APPROVALS/PERMITS: (Feb. 29 – March 12, 2008)

	Date	Civic Address	Permit
1	Feb. 29/08	1 Brentwood Avenue	Occupancy Permit
2	Feb. 29/08	26 Legion Road	Basement Development Permit
3	Mar. 5/08	262-266 Dogberry Hill Road	Single Dwelling Permit
4	Mar. 5/08	4 Cayman Drive	Dwelling Extension (sunroom) Permit
5	Mar. 6/08	537 Old Broad Cove Road	Accessory Building Permit
6	Mar. 10/08	3 Merrywood Estates	Occupancy Permit
7	Mar. 11/09	32-34 Abbot’s Road	Single Dwelling Permit
8	Mar 12/08	4 White Ash Drive	Single Dwelling Permit
9	Mar 12/08	7-13 Princes Mountain Drive	Single Dwelling Permit

Public Works Committee Meeting

Committee did not hold a meeting.

Parks, Recreation, and Community Services Committee Meeting

1. Volunteer Week

The Community Services Council National Volunteer Week is April 27th – May 3rd, 2008. The Town will be hosting a Community Contribution Social on May 4th at the Recreation Centre at 2:00 p.m. In addition to the Volunteer of the Year, this year the Town we will have a Male Youth of the Year, and Female Youth of the Year. The nomination forms will be placed in the Northeast Avalon Times, and will be mailed to all volunteer groups in the community

2. Alliance for the Control of Tobacco (ACT)

The Newfoundland and Labrador Alliance for the Control of Tobacco is asking for support from Municipalities in the Province for the campaign for “Tobacco Free Outdoor Sport and Recreation Areas”. This is a Nation wide campaign.

Motion: King/Andrews
#08-087 Resolved that Council approve the following Policy:

Ban on Outdoor Smoking at All Town Facilities

That the Town of Portugal Cove-St. Philip's ban smoking at all outdoor Town facilities with the exception of parking lots. Any individual(s) smoking in parking lots must remain at a minimum of 10 meters from all doors, entryways, and walkways.

Carried
Unanimously

3. Eastern 15K and Marathon

Mr. Raymond Will to hold a 15K and a marathon road race on June 8th, 2008. The Recreation Department will ensure that his event is well advertised for all residents that reside along the race route.

Information on registration will be brought forward when received.

4. SWASP

The Recreation Director has made application for the Student Work and Service Program to the Provincial Government. It is hoped that a response will be available in the next couple of months.

5. RNL

The Recreation Newfoundland and Labrador Annual Conference will be held in Grand Falls-Windsor from May 22nd-24th. The Recreation Director will be attending this conference.

6. RNL Regional Retreat

The Recreation Director, in conjunction with the Department of Tourism, Culture, and Recreation and RNL, will be hosting a Regional Retreat, on April 26th, 9:00a.m. - 6:00 p.m. in Bay Roberts. If you would like further information, please contact the Recreation Department at 895-8000 ext 4.

Public Relations, Economic Development & Tourism Committee Meeting: Verbal Report

Councillor Andrews advised that the Committee had met with the consultant regarding the wind power possibilities. He advised that a draft of the study is nearing completion and that Committee will arrange a briefing for council in the near future, on his report to date.

CORRESPONDENCE

1. Proclamation for Volunteer Week

VOLUNTEER WEEK
APRIL 27 – MAY 3, 2008
“Volunteers! You’re Part of the Picture!”

Whereas the Town of Portugal Cove-St. Philip’s recognizes the enormous contribution that volunteers and voluntary, community-based organizations make to the social, cultural, and economic development of our province; and

Whereas it has been recognized that an astonishing 42% of the population over 15 years of age in Newfoundland and Labrador volunteer their time in some capacity. On average, people in this province volunteer 188 hours per year, adding up to over 35 million hours of volunteer effort annually. This has had a significant and positive impact on the quality of life for our citizens; and

Whereas the Town of Portugal Cove-St. Philips acknowledges the theme “*Volunteers! You’re Part of the Picture!*” for Volunteer Week 2008, recognizes and shows appreciation to all our citizens who volunteer, and encourages the continuation of volunteerism.

Motion: Andrews/King
#08-088 Therefore it is resolved that Council proclaim and declare the period from April 27th to May 3rd 2008 to be observed through the Town of Portugal Cove-St. Philips as Volunteer Week. Document signed by Acting Mayor Mercer.

Carried
Unanimously

Please note the signed Proclamation has been posted in the lobby of the Town Office.

GENERAL/NEW/UNFINISHED BUSINESS

(1) NAACAP/ASCAP’s Annual General Meeting

Councillor King brought forward information on the upcoming 9th Urban Watershed Workshop which will be held at the Fluvarium.

The Town Clerk sent the information, together with Agenda and registration Information, via email to all members of Council immediately following the meeting.

(2) CDA Study

Councillor Fagan, on behalf of residents on Old Broad Cove Road and Dogberry Hill Road, asked about the status of the study on the Comprehensive Development Scheme Areas. He noted that these 2 requests relate to 2 of the 14 existing CDA areas.

Councillor Andrews advised that he would put this item on the next Development Committee Agenda.

ADJOURNMENT

Motion: Andrews/King
#08-089 Resolved to adjourn this meeting.
Time: approximately 8:15 p.m.

Carried
Unanimously

Mayor Norm Collins

Loretta Tucker, Clerk Treasurer