

Minutes

Item 1: Call to Order

Mayor R. Hobbs called the meeting to order at 7:02 pm on October 18, 2011 and presided with the following individuals in attendance:

Deputy Mayor Tremblett
Councillor Bryan King
Councillor A. Hynes
Councillor P. Budget
Councillor F. Mills
Councillor R. Canning

Randy Drover, Town Clerk/Manager
Lee Downer, Director of Public Works and Recreation

Item 2: Opening Prayer in the Form of Silent Reflection

A minute of silence was provided for a private prayer by Councillors.

Item 3: Adoption of the Agenda

Mayor Hobbs presented the agenda and asked if there were any additions. His Worship, under general business, added 'Municipal Plan RFP' and 'October 2011 Newsletter'.

Motion 229/2011 – Councillor Mills/Councillor Hynes

To adopt the agenda for public meeting 1294 as amended.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budget, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Item 4: 2011-2012 Standing Committee Membership (Change in Appointments)

His Worship indicated that since the last regular public meeting two (2) changes were made to the Standing Committees' membership. Councillor King will now serve as Chairperson of the Public Works Standing Committee, and Councillor Mills will assume the role of Chairperson of the Community Relations Standing Committees. These changes were effective before the regular sitting of the Committees during this Council cycle.

Item 5: Adoption of Minutes for Public Council Meeting No. 1292

Motion 230/2011 – Councillor Mills/Councillor King

To adopt the minutes for public meeting 1292 as presented.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Item 6: Business Arising from the Minutes of Public Council Meeting No. 1292

Questions and discussions in relation to the minutes of public meeting 1292 were as follows:

- Q1: Have the transport truck prohibition signs for Centre Access Road been installed by the Department of Transportation and Works?
- A1: The Department indicated it will take 2-3 weeks from the decision of Council (September 27, 2011) to install the signs. The Director advised the order was placed and the Town's signs, which will be installed on the municipal roads, are ready for placement.
- Q2: Has the horse been removed?
- A2: The horse has not been removed. Up until this point the Town was working on the honour system, hoping the resident would comply with the request/directive. This has not been the case. The next steps, if Council is so inclined, include the legal process, but more study will be required before action is taken. The Clerk was instructed to undertake a legal review of the Town's options to have the horse removed.
- Q3: Was the auditor contacted to attend a meeting of Council/Committee to provide a briefing on the financial statements and the audit?
- A3: No contact was made since the last meeting; however, this will be completed in the near future.
- Q4: Has Newfoundland Power been ordered to install the street light in the west end playground?
- A4: The order was submitted.
- Q5: Was the office staff consulted concerning the hours of operation for the Town Hall?
- A5: The consultation did take place, and there was consensus to leave the hours as they are.

Item 7: Adoption of Minutes for Public Council Meeting No. 1293

Motion 231/2011 – Councillor Mills/Councillor King

To adopt the minutes for public meeting 1293 as presented.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Item 8: Business Arising from the Minutes of Public Council Meeting No. 1292

There was no business arising.

Item 9: Standing Committee Reports and Recommendations

9.1 RECREATION STANDING COMMITTEE MEETING NO. 240 (OCT 4, 2011)

9.1.1 Chairperson's Report

Councillor Hynes, Chairperson, presented the following report:

The Committee held a regular meeting on October 4, 2011.

A delegation from the Nova Central School District was invited to attend the meeting to discuss the Memorandum of Agreement (MOA) regarding the Helen Tulk Playground. The delegates were advised the Town consulted its insurance provider, Baine Johnson, and it agreed to provide coverage for personal liability only when the facility is open to the public during the summer months. Subsequently, the delegates indicated they will discuss the MOA further with its Board, and the Town will be advised accordingly. It was further noted the School Board will be completing a safety inspection of the old playground equipment to determine if it meets CFS standards. If not, it will be removed and most likely not be replaced because of the cost factor. Overall the meeting was very productive, and the Town and Board have time to get the terms of the MOA worked out so both parties can sign it.

Council should know that management is currently working on a new ice-time schedule, and when it's completed it will be forwarded to the Committee.

9.2 COMMUNITY RELATIONS STANDING COMMITTEE MEETING NO. 38 (OCT 5, 2011)

9.2.1 Chairperson's Report

Councillor Mills, Chairperson, presented the following report:

A regular meeting was held on October 5, 2011.

Officials from the Fire Department were in attendance to discuss issues of concern. They advised the lock to the water tank on Hampton's Hill was changed, and they will require a new key in order to access the area in case of a fire (also, the Department's repeater system is located on the top of the tank). Furthermore, the Officials stated the fence around the tank is damaged, and people are entering the area unauthorized. In light of this, the Committee instructed the Director of Public Works and Recreation to undertake repairs to the fence and to provide the Fire Department with a key to the water tank. The Officials requested permission to purchase a laptop and printer so they can complete paper work at the Fire Hall. There is slack in their 2011 budget allocation that could be used for this purpose. In response, the Committee suggested the Town may have a laptop remaining from a previous JCP project and, if so, this can be provided to the Department. The 2011 scholarship program was also discussed. The Department received inquiries lately regarding the criteria, and an application was recently received from a daughter of a deceased member who is currently a Junior Firefighter. According to the present criteria, this person is not eligible and staff will advise her accordingly. Finally, the Officials recommended that Council replace the weather stripping around the doors at the Fire Hall. The Committee instructed them to obtain cost estimates for the Manager.

The Committee began the process of planning the upcoming Remembrance Day ceremonies. Members and employees were assigned certain tasks, and a follow-up meeting will be held on November 1, 2011.

Mayor Hobbs updated the Committee on the status of the Hockeyville painting. Leo Burke Academy is working on the project and it should be completed in the near future.

9.3 PUBLIC WORKS STANDING COMMITTEE MEETING NO. 294 (OCT 6, 2011)

9.3.1 Chairperson's Report

Councillor King, Chairperson, presented the following report:

The Committee held a regular meeting on October 6, 2011.

The Director of Public Works and Recreation presented an update on the road repairs program, which was completed at the end of September. In total, 1,557 m² of asphalt was repaired, and the total cost (excluding full-time labour in the Department) was \$45,698 or \$29.35/m². This is less than the \$50,000 appropriation provided by Council, and well below the cost of engaging a private contractor (\$79,173). The Committee commends the public works employees for completing this work successfully and under budget. While on the discussion about road repairs, the members discussed the possibility of acquiring a ride-on roller that would facilitate greater compaction. The roller could also be used for other purposes (i.e. shoulder repairs). This concept has potential, and management was instructed to study the question for budget 2012.

At the last Public Meeting, Council passed a motion mandating the Committee to explore the feasibility of relocating the T'Railway with the Newfoundland T'Railway Council. Subsequently, correspondence was forwarded, and a verbal response was received on October 5, 2011. The T'Railway Council advised it does not have jurisdiction over this matter, and the Town will need to engage the Department of Tourism, Culture and Recreation (Park and Recreation Division). Relocating the T'Railway will not be easy, as it will require a change in legislation; therefore, the Committee decided the concept was not feasible at this time. Essentially, if the trail is relocated we may only create another issue along Main Street. The Town is best advised to continuing lobbying the T'Railway Council to address the speeding

and dust problems. To this end, the Clerk was instructed to send correspondence to request a formal update on progress achieved by the T’Railway Council in this regard. The matter of relocating the trail is subsequently closed.

The Committee had an energetic debate on road improvement projects for 2012-2013. Several roads were considered, with a price tag of approximately \$2,000,000, but the Committee concluded the Town needs to approach this work with caution. The Town’s fiscal position is improving but we must be careful not to overstretch our capacity. To this end, the Committee is recommending that, as a start, Council will submit an application under MCW to pave two (2) roads – namely Hobbs Park and Beaumont Heights – in 2012 at a total cost of \$698,484.37 (provincial and municipal share being 80% and 20%, respectively). This matter has now been referred to Governance so it can source the municipal contribution to these projects.

Finally, the Committee reviewed six (6) properties that received a second clean-up notice and have not yet complied. The Clerk was instructed to issue one (1) order, and the others are still under advisement.

9.3.2 Recommendations

Motion 232/2011 – Councillor King/Deputy Mayor Tremblett

That Council shall approve the following additional expenditures in relation to the utility vehicle:

- (1) \$9,450, less dealer rebate, for a diesel engine blended in with monthly payments.
- (2) \$170, less dealer rebate, for the trailer tow prep package blended in with monthly payments.
- (3) \$160, less dealer rebate, for the snow plow prep package blended in with monthly payments.
- (4) \$6,070, plus taxes, for a stainless steel plow under budget.
- (5) \$4,995, plus taxes, for the fabrication and installation of the flat deck under budget.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Motion 233/2011 – Councillor King/Councillor Canning

To recess the public meeting and dissolve into a privileged meeting.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

The privileged meeting commenced at 7:25 pm. During the privileged meeting Councillor Canning declared a conflict of interest and vacated chambers at 7:34 pm.

Motion 234/2011 – Councillor King/Councillor Mills

To cease the privileged meeting and resume the public meeting.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, and Councillor Mills

Nays: 0

Motion Carried

The privileged meeting concluded and the public meeting resumed at 7:45 pm. His Worship invited Councillor Canning back into Chambers at that time.

Resolution 235/2011 – Councillor King/Deputy Mayor Tremblett

Whereas in motion 200/2010 Council provided a person a certain timeline to complete development on 9 and 11 Butler Street; and whereas the person developed 9 Butler Street within the required timeline; and whereas the person requested, in correspondence dated October 3, 2011, Council's permission to extend the deadline for 11 Butler Street until September 30, 2012; and whereas Council, having noted the person's compliance with the timeline and his/her commitment to develop 11 Butler Street within the next year, supports the person's request; therefore, be it resolved that the deadline to develop 11 Butler Street is extended until September 30, 2012 as requested.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Resolution 236/2011 – Councillor King/Councillor Budgell

Whereas there are many roads in the municipality that require reconstruction or resurfacing; and whereas Hobbs Park, Beaumont Heights and Hynes Road are in the worse condition; and whereas it will cost \$698,484.37, including taxes and engineering, to reconstruct these roads; therefore, be it resolved that Council shall submit an application under the Municipal Capital Works Project to reconstruct Hobbs Park, Beaumont Heights and Hynes Road for a total cost of \$698,484.37, including taxes and engineering, on an 80/20 cost share basis with the provincial government.

DISCUSSION

The following points were raised during discussion: (1) Council should seriously consider commencing a Main Street redevelopment program. Was this entertained by the Committee? (2) The Committee did consider Main Street, but it may be more feasible to do more than 1 km in a given year for economic reasons. That will be looked at next year. (3) The streets/roads identified are in the worse condition and will require complete reconstruction. Main Street, however, may only require resurfacing in some instances. There being no further discussion, His Worship called the vote.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Resolution Carried

Motion 237/2011 – Councillor King/Councillor Budgell

That section 5.1 of the *Snow Clearing Damages and Grass Replacement Policy* that states

Where Town equipment caused damage to an individual's grass during snow clearing operations, the Town shall only be liable to compensate the individual where the grass is eroded by more than 3 meters in length.

is amended to read as follows:

Where Town equipment caused damage to an individual's grass during snow clearing operations, the Town shall only be liable to compensate the individual where;

- (a) the grass is eroded by more than 3 meters in length; or*
- (b) the total depth of damage to the grass is greater than 0.3048 meters.*

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

9.4 GOVERNANCE STANDING COMMITTEE MEETING NO. 35 (OCT 12, 2011)

9.4.1 Chairperson's Report

Councillor Canning, Chairperson, presented the following report:

A regular meeting was held on October 12, 2011.

The Committee considered the Income/Expense Statement, Accounts Payable, Accounts Receivable, Routine Payments, and Cash Reports for the period ending October 11, 2011. Council will be pleased to learn that revenue continues to exceed budget targets, albeit modestly, and our expenses are being controlled as can be seen in the following table:

Category	% of Budget Used to Date
Council (remuneration, travel, supplies, etc.)	71%
Administration (wages, insurances, supplies, etc.)	73%
Property Assessment	100%
Professional Development & Training	109%
Public Relations	87%
Protective Services (Fire Dept. and animal control)	56%

Vehicle & Fleet Operations and Maintenance	67%
Roads (wages, supplies, equipment rental, etc.)	93%
Snow Removal	58%
Street Lights	72%
Water Supply	79%
Sewer Collection and Disposal	41%
Recreation Administration (wages)	79%
Parks/Playgrounds/Fields	95%
Stadium (wages, supplies, maintenance, etc.)	63%
Fiscal Services (debt repayment, bank fees, etc.)	82%

Council will notice Accounts Payable are higher than average this month, and that can be attributed to the invoices received from Grand Falls-Windsor (water treatment, landfill fees, animal control, etc.) and expenses associated with the ditching and asphalt programs. As it concerns Accounts Receivable, as of October 12, 2011 the Town collected 89.32% and 99.63% of current and prior taxes, respectively. The administration is currently involved in intense collections, and the current percentage will increase over the next month. Cash remains in a healthy condition.

The members reviewed two (2) requests from residents pertaining to AbiBow land in Town. Traditionally, Council has been involved in these transactions because it was required to approve/deny the conveyance. Now that AbiBow is not operating in the province, many residents are left wondering what will happen with the land remaining in Town. Council understands that AbiBow does not wish to deal with private individuals on this matter, and the Committee feels the Town should take a similar position. As opposed to facilitating conveyances between AbiBow and residents, the Committee will recommend that Council write the corporation and indicate its desire to commence negotiations to transfer all AbiBow lands within the planning area to the municipality. Subsequently, the Town will not entertain requests from private individuals as it concerns the conveyance of AbiBow land. The Committee feels this is the most practical method to employ in these circumstances.

9.4.2 Recommendations

Motion 238/2011 – Councillor Canning/Councillor Hynes

That Council shall approve the A/P Transaction Journal dated October 11, 2011, totalling \$97,394.92, for disbursement as presented.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Motion 239/2011 – Councillor Canning/Councillor King

That Council shall ratify the Routine Payments for the month of September 2011 totalling \$35,615.16.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Resolution 240/2011 – Councillor Canning/Deputy Mayor Tremblett

Whereas the Roman Catholic Parish Committee, in correspondence dated October 11, 2011, requested Council's assistance to place rocks in all entrances to the land behind the Roman Catholic Church, commonly referred to as the 'Pigs Pen'; and whereas this land is private property; and whereas Council understands the placement of these rocks will prevent vehicles from entering the property thereby mitigating or negating a safety issue; and whereas there may be liabilities associated with placing these rocks in the entrances; and whereas if the Roman Catholic Church is prepared to absolve the Town of any and all liabilities associated with placing the rocks in the entrances, the Town can provide assistance as requested; therefore, be it resolved that Council shall approve the request of the Roman Catholic Parish Committee and install rocks at all entrances to the land behind the Roman Catholic Church, commonly referred to as the 'Pigs Pen', provided the Roman Catholic Church absolves the Town of any and all liabilities associated with the placement of rocks in all entrances.

DISCUSSION:

The following points were raised during discussion: (1) Rocks cannot be placed in all entrances to the Pigs Pen because there are approximately ten (10), including those used by ATVs. (2) Essentially, the access points need to be blocked for vehicles (cars and trucks) only. (3) There is a concern that blocking access with rocks may cause complications for fire protection services, especially since there are a number of bonfires held in the area. (4) Even with the rocks in place, the Fire Department will still be able to access. (5) It must be very clear that Council is assuming no liabilities for the placement of these rocks now and into the future. Legal services will need to be engaged to ensure this is addressed properly. (6) A friendly amendment may be required because the resolution, in its present form, speaks to all entrances, but we are only talking about those used by vehicles.

Friendly Amendment: The mover and the seconder, with Council's consent, amended the motion by inserting "...that are accessible by vehicles (i.e. cars and trucks) only" after "...associated with the placement of rocks in all entrances".

Mayor Hobbs called for the vote on the resolution as amended below.

Whereas the Roman Catholic Parish Committee, in correspondence dated October 11, 2011, requested Council's assistance to place rocks in all entrances to the land behind the Roman Catholic Church, commonly referred to as the 'Pigs Pen'; and whereas this land is private property; and whereas Council understands the placement of these rocks will prevent vehicles from entering the property thereby mitigating or negating a safety issue; and whereas there may be liabilities associated with placing these rocks in the entrances; and whereas if the Roman Catholic Church is prepared to absolve the Town of any and all liabilities associated with placing the rocks in the entrances, the Town can provide assistance as requested; therefore, be it resolved that Council shall approve the request of the Roman Catholic Parish Committee and install rocks at all entrances to the land behind the Roman Catholic Church, commonly referred to as the 'Pigs Pen', provided the Roman Catholic Church absolves the Town of any and all liabilities associated with the placement of rocks in all entrances that are accessible by vehicles (i.e. cars and trucks) only.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Motion 241/2011 – Councillor Canning/Councillor Mills

Whereas AbiBow land located within municipal boundaries was not expropriated by the Government of Newfoundland and Labrador; and whereas over the past several months the Town received numerous inquiries from the public concerning the AbiBow land in the municipal planning area; and whereas Council was requested, in some cases, to approve the conveyance of such land between AbiBow and certain residents with the municipality serving as an intermediary; and whereas dealing with these transactions on an individual level will result in a fragmented approach; therefore, be it resolved that effective immediately Council shall write AbiBow and express its interests to commence negotiations to transfer all AbiBow land within the municipal planning area to the Town of Bishop's Falls; be it further resolved that Council shall assume the position that until such time as all AbiBow land is transferred to the municipality, the Town shall not entertain requests from residents as it concerns the conveyance of such land between other parties.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Motion 242/2011 – Councillor Canning/Deputy Mayor Tremblett

That Council shall send the Mayor and Town Clerk/Manager to the training session on October 27, 2011 concerning "Legislative Amendments – Municipalities Act, 1999" as offered by the Department of Municipal Affairs.

DISCUSSION:

The following points were raised during discussion: (1) Under the Local Government Gas Tax Agreement, the Town is compelled to send, at least once a year, an elected official and employee to training sessions such as this. (2) The training will take place in Grand Falls-Windsor.

Question was called.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Motion 243/2011 – Councillor Canning/Councillor King

That Council shall apply to a financial institution for a loan of \$133,515.60 to finance the Town's share of the 2012-2013 Municipal Capital Works Projects.

DISCUSSION:

The following points were raised during discussion: (1) This is essentially a safety net because the Town will attempt to source its share through budget and other revenue streams; however, for the application Council will need to show how it will source its share, and the potential loan will serve this purpose. (2) The BMO verbally indicated financing these projects will not be a problem.

Question was called.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

Item 10: General Business

10.1 OCTOBER 6, 2011 DEVELOPMENT APPLICATION

The Clerk presented an application from a person to develop an accessory building (36' x 40') on Town land currently being leased by that person. Under section 9 of the *Lease Agreement*, the tenant must obtain the landlord's approval, but such "...consent shall not be unreasonably withheld". The *Lease Agreement* deals with the environmental issues on the land, and it also covers questions surrounding additional buildings if the option to purchase is abandoned. The Director advised the application was investigated, and the building's proximity to the boundaries complies with the required easements.

Motion 244/2011 – Councillor Budgell/Councillor Canning

That Council shall approve the application dated October 6, 2011 to develop an accessory building measured 36' x 40' on the Town's land currently being leased by the applicant.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

10.2 OCTOBER 6, 2011 DEVELOPMENT APPLICATION

As instructed at the last public meeting, the Clerk tabled an application for a permit to construct a duplex (double dwelling) on Country Road. This was not processed by management. Subsequently, a discussion ensued and the following points were raised: (1) Council decided at the last public meeting, or at least this was deduced from the conversation, that no further apartments would be permitted until

the Municipal Plan and Development Regulations were reviewed. The approach has been sporadic thus far and a review of the Municipal Plan will ensure it's more coordinated. (2) Under the Development Regulations, a duplex (double dwelling) is a permitted use in residential medium density zones, but Council still has authority, under section 10 of the same regulations, to deny the permit. Reasons for the refusal will need to be documented. (3) The applicant was advised of a problem with one of the easements, and he/she was requested to resubmit a plot plan addressing this issue. To date that has not been received. (4) Council should approve this permit and take the position henceforth that no apartments will be approved until the Municipal Plan is updated. (5) Council is being rushed through this process. More time is required to ensure all the issues are explored and addressed. (6) A duplex (double dwelling) does not fit with the area as all other developments are single dwellings. There is nothing else like it in the vicinity. (7) It may be wise to issue a public notice so the affected residents can express an opinion about the development. (8) The Clerk cautioned that if Council rejects the permit, it must outline clearly its reasons for doing so and be prepared to defend those reasons before an appeals board. (9) Council must take control over development in the community. Right now things are happening outside of a coordinated plan. This is why it's important to stop developments of this nature until the Municipal Plan can be updated. His Worship closed discussion/debate and called for a motion expressing Council's will.

Motion 245/2011 – Councillor Mills/Deputy Mayor Tremblett

That Council shall accept and approve the application for a permit to construct a duplex at 52 Country Road; however, no further applications of this nature shall be approved until the matter of apartment development has been addressed through the Municipal Plan review.

DISCUSSION

The following point was raised during discussion: (1) The legality of proposing a band on this basis was questioned by some Councillors. Council must still consider subsequent applications and, where it's a permitted use, provide reasons for the refusal.

Question was called.

Yeas: 1 – Councillor Mills

Nays: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, and Councillor Canning

Motion Defeated

Motion 246/2011 – Councillor Budgell/Councillor King

That Council shall refer the application for a permit to develop a duplex (double dwelling) at 52 Country Road to the Public Works Standing Committee for further study.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

10.3 MUNICIPAL PLAN RFP

Mayor Hobbs explained that the Clerk recently forwarded the *Municipal Plan and Development Regulations Review RFP and Terms of Reference* to Council for feedback. He indicated no deadline was imposed, but he would like everyone to submit comments on or before Thursday, October 20, 2011. From there, the Clerk indicated the RFP will be issued on a provincial basis. Council can anticipate the review will take a year to complete because it is an extensive process, and it will cost anywhere from \$20,000 to \$30,000. This is an eligible expenditure under gas tax, so this may be a viable option if room cannot be found under the 2012 budget.

10.4 OCTOBER 2011 NEWSLETTER

His Worship opened the floor for discussions concerning the October 2011 Newsletter. After an extensive debate concerning the wording of a proposal to develop the Town's heritage assets, the consensus was to leave the Newsletter in its current form; however, a suggestion was made, and accepted, to redraft the section dealing with the new waste management system. Clarification should be made as it concerns the two (2) bag system.

Item 5: Adjournment

Motion 247/2011 – Councillor Canning/Councillor Hynes

To adjourn public meeting 1294.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Hynes, Councillor Budgell, Councillor Mills and Councillor Canning.

Nays: 0

Motion Carried

The meeting adjourned at 9:18 pm.

Randy Drover, Town Clerk/Manager

Bishop's Falls Town Council
Public Meeting 1294
October 18, 2011

List of Appendices

Appendix	Source
A/P Transaction Journal dated October 11, 2011	GOV 35
Routine Payments Listing for September 2011	GOV 35