

Minutes

Item 1: Call to Order

Mayor R. Hobbs called the meeting to order at 7:00 pm on July 23, 2013 and presided with the following individuals in attendance:

Deputy Mayor D. Tremblett
Councillor A. Hynes
Councillor F. Mills
Councillor R. Canning
Councillor P. Budgell
Councillor B. King

Randy Drover, Town Manager
Dan Oldford, Town Clerk/Land Officer

Item 2: Opening Prayer in Form of Silent Reflection

A minute of silence was provided for a private prayer

Item 3: Adoption of the Agenda

Mayor Hobbs opened the floor for additions/amendments to the agenda resulting in the following amendment: (1) Beaumont Heights Cul-d-Sac Paving Rut (sponsored by Councillor Budgell).

Motion 153/2013 – Councillor Canning/Councillor King

To adopt the agenda for public meeting 1327 as amended.

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

Nays: 0

Motion Carried

Item 4: Adoption of Minutes for Public Council Meeting No. 1326

Motion 154/2013 – Councillor Hynes/Councillor Mills

To adopt the minutes for public meeting 1326 as presented.

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

Nays: 0

Motion Carried

Item 5: Business Arising from the Minutes of Public Council Meeting No. 1326

No Business arising

Item 6: Public Works Business

6.1 PUBLIC WORKS STANDING COMMITTEE SPECIAL MEETING No. 310 (July 18, 2013)

6.1.1 Chairperson's Report:

- Held a special meeting on July 18, 2013 in Council's Chambers.
- The committee met with representatives of a developer concerning the relocation of a short section of the Trailway north of the Trestle. After some clarification of buffer zones and confirmation of drainage issues being addressed, the committee is in support of the project.
- The committee had a discussion regarding the King's Road Extension and this project design is still being worked on. Due to the restriction still in place from the province, no further development is permitted until as such time the restriction is lifted.
- Council will be please to know McMahon's Lane is just about completed and the West end Main St. Project will begin shortly.

6.1.1 Recommendations:

***Councillor Canning having declared a conflict of interest left chambers at 7:05."*

Resolution 155/2013 – Councillor Budgell/Councillor Hynes

Whereas a developer has requested the Town's approval to relocate a short section of the Trailway; and whereas such a move will maintain a substantial Green Buffer zone and distance from the adjacent residents; and whereas such a move would allow for the construction of 3 additional dwellings, be it resolved, that Council shall approve the relocation of a section of the Trailway; and be it further resolved that such approval will be conditional on: (1) all environmental concerns shall be the sole responsibility of the developer. (2) That a Green belt as approved by council shall be maintained (3) That the

developer shall provide an acceptable drainage Plan to the Public Works Department for approval prior to development.

DISCUSSION/DEBATE

The following points were raised during debate: (1) A definitive green belt should be maintained (2) A detailed plan shall be survey shall be submitted prior to commencement of the project. (3) Developer will extend ditch to allow for drainage.

Friendly Amendment – Councillor King/Councillor Hynes

To Delete “Item (2) “That a Green belt as approved by Council shall be maintained” and replace with (2) *That a green Belt shall be maintained as presented.*

Mayor Hobbs closed debate and called the vote on resolution 155/2013 as amended.

Yeas: 5 – Mayor Hobbs, Councillor Hynes, Councillor Mills, Councillor Budgell and Councillor King.

Nays: 1 - Deputy Mayor Tremblett

Resolution Carried

***Having addressed the issue Councillor Canning was invited back into chambers at 7:18pm”*

Motion 156/2013 – Councillor Budgell/Deputy Mayor Tremblett

That Council shall approve a Home Based Business for a Dog Grooming Business to be located at 6A Valleyview Road.

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

Nays: 0

Motion Carried

Resolution 157/2013 – Councillor Budgell/Deputy Mayor Tremblett

Whereas the Paving project completed in the West End in 2012 did raise some concerns; and whereas the completion of the project did in fact meet Provincial Standards in place at the time, as indicated by Municipal Affairs; and whereas the contractor has volunteered in good faith to resurface a section of Station Road, be it resolved that Council shall accept Exploits Paving Offer to resurface the section of Station Road as presented.

DISCUSSION/DEBATE

During discussions Council was advised that the worst areas of Station Road as identified by Public Works were being addressed.

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

Nays: 0

Resolution Carried

6.2 2013 Work Plan Update

An update on the Municipal Work Plan was presented for Council's review. So far this summer the plan is working quite well for the Public Works Department and is showing great results for the town.

6.3 Flyer Tender

Resolution 158/2013 – Councillor Budgell/Councillor King

Whereas Council had issued a tender call for the supply of replacement flyer for its Snow Clearing operations; and whereas the tender called resulted in the lowest bid being \$189,931.; and whereas Council must now seek a loan for such purchase, be it therefore resolved that the Town Manager is authorized to apply to the bank for a loan of \$189,931 plus HST for the purchase of a Tandem Axle Dump Plow Truck.

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

Nays: 0

Resolution Carried

Item 7: Recreation Business

7.1 Helen Tulk Playground

Resolution 159/2013 – Councillor Budgell/Councillor Mills

Whereas an inspection of the Helen Tulk Playground has identified a number of safety deficiencies; and whereas Council feels such deficiencies would could increase the Town's Liabilities, be it therefore resolved that the Helen Tulk Playground shall not be opened by the Town until as such time the deficiencies are addressed.

DISCUSSION/DEBATE

During discussion the following points were raised: (1) The Slide is not secured adequately to the apparatus and needs to be serviced. (2) The wooden structure safety is questioned. (2) The basketball court is unfinished with Concrete edges left open.

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

Nays: 0

Resolution Carried

7.2 Stadium Roof Project

Resolution 160/2013 – Councillor Canning/Councillor Budgell

Whereas the Provincial Government has begun a new Engineering Design Initiative; and whereas This new design initiative has agreed to fund the Design phase of the Roof repair of the Pat O'Reilly Stadium on a 80/20 cost share with the Town of Bishop's Falls covering the 20% of such engineering work, be it therefore resolved that the Town Manager shall issue a RFP (Request for Proposals) for the Engineering Design of the Roof Repair/Replacement for the Pat O'Reilly Memorial Stadium.

DISCUSSION/DEBATE

The following points were raised during discussion: (1) The Province has initiated this process with the intention of reducing process time as well as engineering costs. (2) This is a requirement, if the Town wishes to proceed with the project.

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

Nays: 0

Resolution Carried

Item 8: Community Relations

8.1 COMMUNITY RELATIONS STANDING COMMITTEE SPECIAL MEETING No. 61 (July 17, 2013)

8.1.1 Chairperson's Report:

- A meeting was held on July 17, 2013.
- The committee met with a representative of Community Minders to discuss Suicide Prevention Week 2013 to be acknowledged September 8th – 14th, 2013. Central Newfoundland activities will begin with a **Life Walk** to be held in Bishop's Falls on September 8th, 2013. The Walk will form up at Town Hall at 2:30 and will then proceed across the Trestle and return to the Fire Hall for refreshments. Council is in full support of the activities planned for this week and is pleased to provide its support.
- The Committee has now completed a review of the Activities celebrating the Canada Day weekend including, Veteran's/Seniors Banquet, Canada Day at the Playground as well as the Memorial Day

Parade. Some minor changes are being recommended for the committee to consider as part of next year's celebrations and they will be passed on.

- The committee would also like to acknowledge a significant contribution by Mr. Allan Pelley to the Memorial Day Celebrations. Mr. Pelley has for the past number of years played the "Last Post" and "Rouse" for these services. He is no longer able to provide this service but has generously supplied a CD with both items that can be played at future events.
- The committee felt that all three events were well attended by the public and enjoyed by everyone in attendance.

8.1.1 Recommendations:

Resolution 161/2013 – Deputy Mayor Tremblett/Councillor Mills

Whereas the Town of Bishop's Falls has had a number of Suicides in the past; and whereas Council recognizes that work by groups such as Community Minders, can assist in the prevention of suicide; and whereas Community Minders is planning a **Life walk** in Bishop's Falls to promote awareness of this issue, be it resolved that Council shall forward a \$100.00 cheque to Community Minders to aid in their efforts.

DISCUSSION/DEBATE

The following Points were raised during discussion: (1) Council recognizes the effect Suicide has on the community and its residents. (2) Council also is pleased to be sponsoring the **LIFE WALK** which will be the start of a Suicide Prevention Week in central Newfoundland.

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

Nays: 0

Resolution Carried

Item 9: Governance Business

8.1 GOVERNANCE STANDING COMMITTEE SPECIAL MEETING No. 52 (July 18, 2013)

8.1.1 Chairperson's Report:

- A special meeting was held on July 18, 2013 to conduct the mid-year budget review. Councillor Budgell and Councillor King were in attendance, as were Mayor Hobbs and Deputy Mayor Tremblett in an ex-officio capacity.
- Throughout our four (4) years this Council adopted a practice to undertake a review of the annual operating budget in June-July. The purpose of this review is to reconcile the estimates with the Town's actual revenues and expenditures at that time. This allows Council to reconsider its

spending plans and, in many cases, take on projects that were not conceived (or feasible) when the initial estimates were prepared. In this context, I am pleased to report the following highlights associated with the 2013 mid-year budget review:

- The budget includes an allocation for 1,000 meters of ditching.
- Eight (8) km of road shoulder on Main Street, starting in the east end intersection and running west (4 km on each side), will be repaired.
- The culverts on the Beaumont Heights brook will be replaced.
- \$35,000 will be spent on asphalt repairs, including re-capping sections on Station Road.
- Tiles will be installed in the stadium showers.

The Committee is pleased to present the budget, which remains balanced, that includes necessary investments in our infrastructure.

- In addition to the mid-year budget review, the Committee also considered special expenditures such as the renovation of Chambers and the replacement of a vehicle in the Recreation Department. The F150 has been decommissioned as it is no longer suitable, without significant repairs, for the road. The Committee will present recommendations to Council to issue tenders for the Chambers project and the vehicle acquisition. In August, once the tenders close, the Committee will convene to review the bids and consider the expenditures. Recommendations will be presented to Council thereafter.
- The Town Clerk/Land Officer performance evaluation was completed during this meeting. The Committee is recommending that Council retain Mr. Oldford as Town Clerk/Land Officer, and to subsequently end the probationary period. In the near future the Committee will discuss the performance evaluation with Mr. Oldford.
- A caregiver water tax exemption appeal was considered. The appellant indicated the deadline was missed by omission. Unfortunately, the Committee could not find any grounds to support the appeal; therefore, a recommendation is not forthcoming. The appellant may have a remedy under the *Apartment Water Taxation Policy*.

9.1.1 Recommendations:

Resolution 162/2013 – Councillor Canning/Councillor Budgell

Be it resolved that Council shall adopt the revised estimates for the 2013 Municipal Operating Budget as presented.

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

Nays: 0

Resolution Carried

Resolution 163/2013 – Councillor Canning/Councillor Mills

Be it resolved that Council shall retain Mr. Dan Oldford as Town Clerk/Land Officer and end the probationary period.

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

Nays: 0

Resolution Carried

Resolution 164/2013 – Councillor Canning/Councillor King

Be it resolved that Council shall amend the *Town of Bishop's Falls Travel Policy* as follows:

(1) "\$0.40 per km" in s. 4.2.6 is deleted and replaced with "\$0.3709 per km".

(2) The schedule as prescribed by s. 4.3.1, which reads as follows,

Meal	Departure Time	Per Diem
Breakfast	Before 8:00 am	\$10.00
Lunch	Before 12:30 pm	\$15.00
Dinner	Before 4:30 pm	\$25.00

is deleted and replaced with the following:

Meal	Departure Time	Per Diem
Breakfast	Before 8:00 am	\$7.30
Lunch	Before 12:30 pm	\$10.95
Dinner	Before 4:30 pm	\$18.25

DISCUSSION/DEBATE

During discussion it was noted that the changes are intended to bring the rates in line with the provincial rates.

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

Nays: 0

Resolution Carried

Resolution 165/2013 – Councillor Canning/Deputy Mayor Tremblett

Be it resolved that Council shall authorize the issuance of a tender to renovate Chambers; be it further resolved that Council shall not be obligated to accept any or the lowest bidder.

DISCUSSION/DEBATE

The following points were raised during discussion: (1) It was noted and agreed that the lobby area is classified as a part of Chambers and as such would be included in this project proposal. (2) The age of the building as well as the condition of the chambers and lobby are felt to be in need of repair and thus Council should attempt to get the upgrade completed.

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

Nays: 0

Resolution Carried

Resolution 166/2013 – Councillor Canning/Councillor Budgell

Be it resolved that Council shall authorize the issuance of a tender to acquire a vehicle (truck) for the Recreation Department; be it further resolved that Council shall not be obligated to accept any or the lowest bidder.

DISCUSSION/DEBATE

The following point was raised during discussion: (1) The F150 has been taken off the road due to condition and it is currently causing additional time issues transporting employees and material around town.

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

Nays: 0

Resolution Carried

9.2 Finance Reports

Resolution 167/2013 – Councillor Canning/Councillor Budgell

Be it resolved that Council shall approve the A/P Transaction Journal dated July 18, 2013, totaling \$57,070.25, for disbursement as presented.

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

Nays: 0

Resolution Carried

Resolution 168/2013 – Councillor Canning/Councillor Hynes

Be it resolved that Council shall ratify the Routine Payments for June 2013, totalling \$7,196.48, as presented.

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

Nays: 0

Resolution Carried

9.3 Municipal Capital Works Project 08042

Motion 169/2013 – Councillor Canning/Deputy Mayor Tremblett

That Council shall authorize the Mayor and Town Clerk/Land Officer to sign Agreement 08042.

DISCUSSION/DEBATE

This agreement completes phase 1 of the Infiltration and Sewer Repairs originally started in 2010.

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

Nays: 0

Motion Carried

Item 10: General Business

10.1 Request for Fence policy Relaxation

Motion 170/2013 – Councillor Budgell/Councillor King

That Council deny the request for the relaxation of its Fencing Policy.

DISCUSSION/DEBATE

The following points were raised during discussion: (1) Council put a fencing policy in place to set some boundaries and controls for all residents. (2) The issue raised is a neighbor issue and Council has set a precedent of not getting involved in individual neighbor issues.

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

Nays: 0

Motion Carried

10.2 Requests for Seed Support Letter

By Consensus Council agreed that letters of approval for SEED funding may be issued on behalf the Town without each letter having to be approved by Council as long as such letters clearly state they are approvals in principle for SEED Funding and not approval of the project.

10.3 Request for Property Tax Discount Extension

Motion 171/2013 – Councillor Budgell/Councillor Canning

That due to Special Circumstances as outlined in the request submitted, Council shall extend the discount date for the request, to August 15th, 2013.

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

Nays: 0

Motion Carried

10.4 Beaumont Heights Paving Rut

Councillor Budgell requested Council address a drop in the pavement located in the cul-de-sac of Beaumont Heights. The drop apparently was caused with a new Water/Sewer Lateral connection. Public Works will investigate/address the issue.

Item 11: Adjournment

Motion 172/2013 – Councillor Canning/Councillor Hynes

To adjourn regular public meeting 1327

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

Nays: 0

Motion Carried

The meeting adjourned at 8:15 pm.

Dan Oldford, Town Clerk/Land Officer

Town of Bishop's Falls



Regular Public Council Meeting No. 1327
July 23, 2013 at 7:00 pm
Council Chambers

Agenda

1. Call to Order
2. Opening Prayer in the Form of Silent Reflection
3. Adoption of Agenda
4. Adoption of Minutes for Public Council Meeting No. 1326
5. Business Arising from the Minutes of Public Council Meeting No. 1326
6. Public Works Business
 - 6.1. Public Works Standing Committee Special Meeting No. 310 (July 18, 2013)
 - 6.1.1 Chairperson's Report
 - 6.1.2 Recommendations Arising
 - 6.2. 2013 Work Plan Update
 - 6.3. Flyer Tender
7. Recreation Business
 - 7.1. Helen Tulk Playground
 - 7.2. Stadium Roof Project
8. Community Relations
 - 8.1. Community Relations Standing Committee Special Meeting No. 61 (July 17, 2013)
 - 8.1.1. Chairperson's Report
 - 8.1.2. Recommendations Arising

9. Governance Business

9.1. Governance Standing Committee Special Meeting No. 52 (July 18, 2013)

9.1.1. Chairperson's Report

9.1.2. Recommendations Arising

9.2. Finance Reports

9.3. Municipal Capital Works Project 08042

10. General Business

10.1 Request for Fence Policy Relaxation

10.2 Request for Seed Support Letter

10.3 Request for Property Tax Discount Extension

10.4 Beaumont Heights Cul-De-Sac Paving Rut.

11. Adjournment