

Minutes

Item 1: Call to Order

Mayor R. Hobbs called the meeting to order at 7:00 pm on July 22, 2014 and presided with the following individuals in attendance:

Deputy Mayor D. Tremblett
Councillor B. King
Councillor B. Saunders
Councillor K. McDonald
Councillor P. Budgell (arrived at 7:03)
Councillor R. Canning (arrived at 7:08)

Dan Oldford, Town Clerk/Land Officer

Randy Drover, Town Manager was absent with regrets.

Item 2: Moment of Silent Reflection

A minute of silence was provided for a private reflection/prayer.

Item 3: Adoption of the Agenda

Mayor Hobbs opened the floor for additions to the agenda. The following items were added: (1) Walker's Lane. (2) Relaxation of Easement. (3) Power Pole Installation. (4) Newtown Hill Water Problems. (5) Fallsview Festival. (6) Kings Road Subdivision

Motion 150/2014 – Councillor Saunders/Councillor McDonald

To adopt the agenda for public meeting 1348 as amended.

Yeas: 5 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders and Councillor McDonald.

Nays: 0

Motion Carried

Item 4: Suspension of Standing Orders (1.1)

Motion 151/2014 – Councillor Budgell/Councillor King

That Council shall suspend Standing Order 1.1 due to the revisions of 2014 Mid Year Municipal Operating Budget Review and that the regular Public Meeting scheduled to have been held on the third Tuesday of July shall be held on July 22nd, 2014.

Yeas: 6 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald and Councillor Budgell.

Nays: 0

Motion Carried

Item 5: Revised 2014 Municipal Operating Budget

Councillor Budgell, member of the Governance Standing Committee in the chairperson's absence and with the Mayor's leave, made the following presentation regarding the 2014 Municipal Operating Budget.

Mr. Mayor, over the past six (6) weeks the Finance Standing Committee conducted its annual midyear review of the municipal operating budget. It will come as no surprise to Council that 2014, thus far, has been a difficult fiscal year. The winter months were not kind, and the municipality encountered above average expenditures in labour, equipment maintenance, and utilities. These added expenditure pressures, compounded by lower than anticipated land sale revenues, necessitated a robust review of our budget. Subsequently, the Committee was compelled, in some cases, to make difficult choices to mitigate our spending requirements over the remainder of the year. That said, Mr. Mayor, the Committee is pleased to report that a balance budget was achieved, and we have maintained investments in critical areas of our operations.

In terms of revenues, as previously stated the Town did not realize the anticipated land sale revenues at this point in the fiscal year. The Town continues to work on a potential agreement to develop the Kings Road Subdivision, which will result in land sale revenue, in addition to the purchase of all remaining Resolute/Abitibi land in the municipal boundaries. These two (2) initiatives, in particular, have the potential to increase our land sales revenue before December 31, 2014.

As you may recall, Mr. Mayor, the Committee included land sale revenue in the 2014 municipal budget for the first time in many years. That revenue was, however, used primarily for capital works projects. The Committee was always prepared to make adjustments in this area pending the outcome of its capital works applications to Municipal Affairs. As Council is aware, the Town did not receive funding for the Town Hall renovations project. That enabled the Committee to remove the \$57,000 allocation from the budget, which essentially mitigated unrealized land sale revenue of \$67,909. The balance was absorbed through other reductions in expenditures as I will discuss later.

Overall, Your Worship, revenue has decreased by \$45,058.64 since the initial budget estimates were adopted in December 2013. This represents a decrease of 1.41%.

Much of the Committee's work focused on reducing expenditures in all Departments. Ultimately, our goal was to maintain core services while at the same time continue progress in key areas. The Committee believes this goal was achieved. To summarize, the Committee has;

- (1) reduced Council travel. Initially three (3) delegates were scheduled to attend the MNL Convention this fall. That has been reduced to two (2) delegates.
- (2) maintained Council's investment in the Exploits River Development Strategy. As you are aware, Mr. Mayor, the Town has received \$50,000 from ACOA and IBRD to engage a consultant to complete this strategy. The Town's share is \$25,000, bringing the total budget to \$75,000. We are nearly ready to move forward with that project. An RFP has been prepared by the municipality, and it's currently being reviewed by our funding partners and the Department of Tourism, Culture and Recreation. We anticipate the RFP will be issued in August 2014.
- (3) absorbed the investment in the Heritage Centre (5 Station Road). The upgrades to this building, totaling approximately \$17,000, were not factored into the initial budget; however, we were able to accommodate the project in the revised estimates.
- (4) generally speaking, reduced expenditures in the Administration, Public Works, Fire and Recreation Departments. For the most part, this involved reductions in discretionary spending such as travel, equipment purchase, and things of this nature.
- (5) accommodated variances where the initial allocation was or is anticipated to be exceeded. Where savings were realized these amounts were transferred to accounts that has or will encounter a deficit before December 31, 2014.
- (6) maintained investments in road maintenance. While the Committee could not find resources to continue the ditching program in 2014, allocations were made to asphalt repair, road shoulder repair, and general infrastructure (i.e. culverts, catch basins, etc.).
- (7) maintained investments in capital works projects. As previously stated, the Town Hall renovations project was not approved by the Department of Municipal and Intergovernmental Affairs. This allowed the Committee to reduce capital expenditures by \$57,000. The Committee is pleased to report, however, that we are still positioned to invest in the following projects: Stadium roof replacement (\$85,815) and lift station upgrades (\$40,422). These expenditures are being absorbed through budget and our accumulated surplus. The Committee is working to ensure the latter remains the case to mitigate our reliance on debt.

Mr. Mayor, similar to revenues, expenditures have decreased, overall, by \$45,059.64. This ensures we have maintained a balance budget.

In closing, the Committee wishes to emphasize that 2014 has been and may likely continue to be a challenging fiscal year. We are now on a path to ensure a balance budget, but Council and management must remain vigilant to ensure expenses are mitigated to the extent possible. Our spending decisions must be strategic, and at times we will be compelled to say no to something that would otherwise receive a yes. This is more than wants vs. needs. This is about prioritizing needs. Our resources are limited and our needs are great. Spending must be directed to the core services that our residents expect to receive. That is our goal. That is our purpose.

Thank you, Mr. Mayor.

I now move the following resolution:

Resolution 152/2014 – Councillor Budgell/Councillor Canning

Whereas the Finance Standing Committee completed its midyear review of the 2014 Municipal Operating Budget in July 2014; and whereas the Town is encountering unusual expenditure pressures this fiscal year as a result of an intense winter, capital works projects, and other special initiatives; and whereas Council must implement cost reduction measures to ensure actual expenditures do not exceed the Town's revenues; therefore, be it resolved that;

- (a) Council shall adopt the revised 2014 Municipal Operating Budget as presented.
- (b) once a budget allocation has been utilized, there shall be no further spending in that area unless it is required by law or necessary to ensure the proper operation of the municipality.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Resolution Carried

Item 6: Adoption of Minutes for Public Council Meeting No. 1347

Motion 153/2014 – Councillor Canning/Councillor McDonald

To adopt the minutes for public meeting 1347 as presented.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Motion Carried

Item 7: Business Arising from the Minutes of Public Council Meeting No. 1347

No Business Arising.

Item 8: Standing Committee Reports and Recommendations

8.1 PUBLIC WORKS STANDING COMMITTEE MEETING NO. 319 (JULY 16, 2014)

8.1.1 Chairperson's Report

Councillor King, Chairperson, presented the following report:

- The Committee held a special meeting on July 16th, 2014 with Councillor McDonald (member) and Mayor Robert Hobbs (ex-officio) in attendance
- The meeting was called for the purpose of reviewing the Public Works Operational Plan, how the plan is working and why the department is delayed on a number of normal spring time operations. There have been a number of issues as of late regarding potholes, brush and grass cutting, shoulder work, signage installation and Fire hydrant repairs.
- The committee was informed by the Public Works supervisor that there have been a number of issues with getting work completed. The chair requested that if there is a problem with staffing then a report should be submitted to Council. Council feels we are behind with potholes, repairs and maintenance on infrastructure and these items need to be addressed.
- The Public Works Supervisor advised that the department expects to have the pothole repairs completed by Friday July 18th, 2014. He also advised that the Fire Hydrant replacement and parts have been ordered, as well as the parts required for the repair of the Lift Station on Dominic St.
- The committee also discussed the shoulder work that has been carried out thus far and was advised that it is not completed. The Supervisor will be reviewing the work with the contractor in the coming days.

** A discussion followed the presentation of the Public Works Standing Committee report with the following points being raised: 1. Chairperson, Councillor King advised Council that the meeting was called due to the fact that there appeared to me some delays in getting the normal spring work completed i.e. potholes, brush/grass cutting. 2. Mayor Hobbs also raised the issue of the delays and wanting to confirm that if there were delays, then proper follow-up reports reflecting reasons for the delay were reported back to Council. 3. Councillor Saunders also requested that Public Works Department consider the pothole in front of the post office in it s repair list.

8.1.2 Recommendations Arising

No Recommendations

Item 9: Financial Reports

Motion 154/2014 – Councillor Canning/Deputy Mayor Tremblett

That Council shall approve the accounts payable transaction journal, dated July 10, 2014 and totaling \$52,709.03, for disbursement as presented.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Motion Carried

Motion 155/2014 – Councillor Canning/Councillor King

That Council shall approve the routine payments for May/June/July 2014, totaling \$130,437.55, as presented.

DISCUSSION:

The following points were raised during discussion: 1. The town is remains in a healthy cash flow position but as per the midyear review Council must exercise care to maintain a balanced budget. 2. There are a number of projects upcoming in the remainder of this year that could cause even more strain on the budget.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Motion Carried

Item 10: Privileged Session

Motion 156/2014 – Councillor King/Councillor McDonald

That Council shall dissolve into a privileged session.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Motion Carried

****The privileged session commenced at 7:25 pm****

Motion 157/2014 – Councillor Canning/Deputy Mayor Tremblett

That Council shall conclude the privileged session and resume the public meeting.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Motion Carried

****The privileged session concluded, and the public meeting resumed, at 7:30 pm****

Item 11: General Business

11.1 MUNICIPAL PLAN AMENDMENTS

Resolution 158/2014 – Councillor King/Councillor Saunders

Be it resolved to adopt Amendment 17 to the Bishops Falls Municipal Plan and Amendment 19 to the Bishops Falls Development Regulations, and to hold a public hearing at 7 p.m. on August 21st, 2014 to hear objections or other representations.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Resolution Carried**Resolution 159/2014 – Councillor King/Councillor Budgell**

Be it resolved to adopt Amendment 18 to the Bishops Falls Municipal Plan and Amendment 20 to the Bishops Falls Development Regulations, and to hold a public hearing at 7 p.m. on August 21st to hear objections or other representations.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Resolution Carried**11.2 WASTE COLLECTION AND DISPOSAL REGULATIONS****Motion 160/2014 – Councillor Budgell/Deputy Mayor Tremblett**

That Council amend the *Bishop's Falls Waste Collection and Disposal Regulations* as follows:

1. The table/schedule in section four (4) is deleted and replaced with the following table/schedule.

| Day | Collection Start Time | Collection Route |
|-----------|-----------------------|---|
| Tuesday | 8:00 am | Main Street (302 to 130 north side only), McMahon's Lane, Eltero Park, Greenridge Road, First Avenue, Second Avenue, R.E.W.A Avenue, Adams Avenue, and Lingard Place. Main Street (128 to 8 main street north side), Main Street (9 to 293 south side), Beaumont Heights, Morgan Street, West Trailer Court, Exploits Avenue, Pine Place, Cobb's Lane, McMahon's Lane Extension, Bruce Street and Hynes' Road. |
| Wednesday | 8:00 am | Main Street (426 to 304 both sides). Centre Access Road, Maple Street, Birch Street, Aspen Street, Andrew's Lane, Vokey's Lane, Faulkner's Lane, Station Road, Helen Tulk Drive, Epstein Place, Farrell Place, Dove's Lane, Canning's Lane, and Riverside Drive (west of trestle). Main Street (428 to 490 both sides). Kinsmen Drive, Centennial Drive, Stanley Avenue, K of C Road, Hampton's Hill, Riverside Drive (east of trestle), Sydney Street, Mayor Avenue, Forest Road, and Reid Place. |

| | | |
|----------|---------|---|
| Thursday | 8:00 am | Main Street (529 to 622 both sides), 13 Mile Crossing, Botwood Highway, Kennedy Place, Lower Avenue, and Marshall's Drive. Main Street (492 to 522 both sides), Newtown Road, Junction Road, Turner's Road, Country Road, King's Road, McDonald Crescent, Butler Street, Rose Street, Valleyview Road, East Trailer Court, Mill Road, Powerhouse Road, and Fallsview Municipal Park. |
|----------|---------|---|

2. That Council approve the distribution of a community-wide memo advising residents of the change and instructing them to adhere to the 8:00 am time.

DISCUSSION:

- During discussion the following points were raised: 1. This change would enable a more efficient collection system. Currently there are times when the collector is held up waiting for the afternoon shift to begin. 2. Central Newfoundland Management should be requested to do the public advisory distribution.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Motion Carried

11.3 EXPLOITS VALLEY TOURIST ASSOCIATION

Motion 161/2014 – Councillor Budgell/Deputy Mayor Tremblett

That council would approve an additional Four Hundred Dollars (\$400) in aid of the Exploits Valley Tourist Association.

DISCUSSION

During Discussion it was noted: 1. The Association is currently at the end of its lease and may have to either move or close due to rent costs. 2. Questions were asked as to the validity and value of the Information Centre for the Town. 3. Also is the presented distribution an accurate representation of the value. 4. Whereas our current budget situation is extremely tight can the town afford the expense?

Yeas: 4 – Deputy Mayor Tremblett, Councillor King, Councillor Saunders and Councillor McDonald.

Nays: 3 – Mayor Hobbs, Councillor Canning and Councillor Budgell

Motion Carried

11.4 SPEED BUMPS IN HOBBS PARK

Motion 162/2014 – Councillor Canning/Councillor Budgell

Whereas, Council has had a complaint regarding the speed bumps in Hobbs Park in relation to the speeding in the area; and whereas Council is of the opinion that relocating the speed bumps will not change the speeding issue; and whereas Council is of the opinion that increase in slow signage may further reduce the problem of speeding in the area, be it resolved that Council shall install slow signs in Hobbs Park under the direction of its Public Works Department; and be it further resolved that the Public Works Department is further requested to evaluate the issue of speeding in Hobbs Park and report back to the Public Works Standing Committee.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Resolution Carried

11.5 SNOW CLEARING DAMAGES CLAIM

Motion 163/2014 – Councillor King/Deputy Mayor Tremblett

That Council shall stand in opposition to a claim for snow clearing damages as submitted based on the fact that the claim was submitted past the deadline as per the Town's *Snow Clearing Damages and Grass Replacement Policy*.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Motion Carried

11.6 REQUEST FOR SLOW SIGN

Motion 164/2014 – Councillor King/Councillor McDonald

That Council shall install a *Blind Turns Ahead* sign on Country Road under the direction of the Public Works Department.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Motion Carried

11.7 POT HOLE DAMAGES CLAIM

Motion 165/2014 – Councillor King/Councillor Saunders

That Council shall stand in opposition to a claim pothole as submitted.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning
Nays: 0

Motion Carried

11.8 WALKERS LANE

By consensus Council agreed to include Walkers Lane in the *Snow Clearing Service Standard Policy*.
Section 4.4.

DISCUSSION/DEBATE

It was noted during discussion that Walker's lane meets the requirements of the Town's *Public Roads Snow Clearing Regulations Section 3. (c) b.* due to Fire hydrant access.

11.9 APPLICATION FOR RELAXATION OF EASEMENT FOR ACCESSORY BUILDING

Council agreed by consensus that there was no concerns with the applicant placing his accessory building directly adjacent the property boundary, as there was a Utility Easement directly adjacent his boundary which would act as a buffer zone.

11.10 POLE SERVICE INSTALLATION

Motion 166/2014 – Councillor King/Councillor McDonald

That Council shall approve the installation of a Pole Service at 308 Main St. for the Utilization of Electricity for a Mobile Vending License, and that such hookup is not permanent but rather a temporary service.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning
Nays: 0

Motion Carried

11.11 NEWTOWN HILL WATER PUMP

Council was advised that there had been another pump issue on Newtown Road/Hampton's Hill. The public Works department was working on the problem and as of meeting time the water pressure was back up but a new pressure valve would be needed.

11.12 FALLSVIEW FESTIVAL 2014

Mayor Hobbs wished to pass on congratulations to the Fallsview Festival 2014. It was a tremendous success and Mayor Hobbs will with Councils agreement be issuing a letter of thanks and congratulations to the Fallsview Festival committee chair on the terrific work done by the committee.

11.13 KINGS ROAD SUBDIVISION EXTENSION

No new update available.

Item 10: Adjournment

Motion 167/2014 – Councillor Canning/Councillor Budgell

That Council shall adjourn public meeting 1348.

Yeas: 7 – Mayor Hobbs, Deputy Mayor Tremblett, Councillor King, Councillor Saunders, Councillor McDonald, Councillor Budgell and Councillor Canning

Nays: 0

Motion Carried

The meeting adjourned at 8:40 pm.

Dan Oldford, Town Clerk/Land Officer