

COMITTEE OF THE WHOLE #17

October 12, 2021

A Privileged Meeting of Council convened at 4:36 p.m. in the presence of Mayor Bent, Councillors, Chief Administrative Officer, Brian Crawley, Town Clerk, Gail Pomroy, Director of Finance, Liz Davis, Acting Director of Recreation and Leisure Services, John Whelan, Director of Engineering and Public Works, Jennifer Norris, Director of Planning and Development, Corrie Davis, Director of Economic Development, Jennifer Lake, Fire Chief, John Heffernan and Carla Hodder, Communications Manager.

1. **Safety Moment**

Councillor Butler shared a safety moment pertaining to walking.

2. **Adoption of Committee of the Whole Minutes #15 – September 21, 2021 and #16 – October 5, 2021**

Recommendation:
Councillor Hillier/Councillor Butler

Be it so resolved that the minutes and recommendations/decisions of Committee of the Whole Meeting #15 – September 21, 2021 and #16 – October 5, 2021 be adopted as presented.

- carried unanimously

3. **Recreation and Cultural Master Plan**

Provided for information so that newly elected Councillors have the opportunity to be briefed by the consultant. This presentation was updated following the July meeting with the previous Council.

The Committee concurred to receive the presentation from the consultant on Friday, October 22, 2021 at 12:00 p.m.

4. **Speed Limits on Route 60**

Mayor Bent requested this item added to the agenda. Attached was correspondence previously sent and received for the information of the Committee.

Mayor Bent provided history on correspondence sent and received.

The Director of Engineering and Public Works advised that the locations will require assessments. For example, feedback signs must be a specific distance away etc.

Following discussion, it was the consensus to proceed with the assessments to reduce the speed limits in the approved school areas.

5. Hearing Impaired Signs

The following was brought forward from the Engineering and Public Works Committee meeting of August 31, 2021:

Councillor Youden requested a review of installation of 'special signage' that would indicate caution to drivers along local roads of conditions involving deaf, blind and autistic children.

In recent years and to date, the Town has followed signage standards recognized in the Manual of Uniform Traffic Control Devices (MUTCD) which is a national standard and basis for the provincial highway manual. The MUTCD does not recognize these signage styles.

The NL Provincial Highway Act does not recognize these style signs.

Attached is a policy discussion from Kingsville, Ontario. Other municipalities were contacted to investigate policies of this nature. Results vary and are summarized below.

City of St. John's

- Do not install signage not recognized in the MUTCD;

City of Mount Pearl

- Adopted a supplemental signs policy;
- Correspondence with parent/guardian that signage is not TAC approved, there is no enforcement obligations or recourse;
- Strictly information;
- Uses white, square sign that suggests information only;

Town of Grand Falls-Windsor

- Do not install signage of this nature;

- Will allow residents to purchase and install on private property with the approval from Municipal Police to ensure no sight distance issues or other concerns;

Town of Paradise

- No policy in place;
- Will review requests with confirmation from parent/guardian and applicable organization;
- If favourable, the requester provides sign wording and location;

Town of Gander

- Do not install signage of this nature;

City of Corner Brook

- Adopted a policy for Hearing and Visually Impaired signs;
- Signs to be placed in close vicinity of the home where the child resides;
- Requestor to advise if there is a change in the conditions, or relocates;

Halifax Regional Municipality

- Accepts requests for warning signs of this nature for visually or hearing impaired;
- Medical certificate required to include name, address, physician's signature, type of impairment;
- Only uses "Blind Person" or "Deaf Person" based on information received from organizations that support these impairments;
- Requires notice of change or relocation of applicant;

If Council wishes to consider a special signs policy, the following items should also be considered;

- Privacy of individual(s) if requesting medical information – may follow up with legal;
- The location where signs will be permitted such as road classifications, private property or road right of way;
- Sign messaging should be consistent;
- What impairments will be considered and maintain consistency;

- Sign style (informational or cautionary);
- There is no traffic violation or enforcement obligations for this sign style;
- Budgetary impacts;
- Mandatory waiver/form for mitigation of Town liability;

During this review, it was noted that “Children at Play” signs are not included in these policy types and generally not installed by municipalities as is the current Town policy.

After a brief discussion, the Committee would like to move forward and implement a special signage program on a case-by-case basis. They have requested that Town staff prepare an application document for review.

Current Discussion:

Mayor Bent requested this item added to the agenda. He requested this matter be moved up in priority for the Engineering Department so that it may be complete before winter.

Following discussion, the Committee concurred for staff to start drafting a policy to allow for special signage.

6. Committee Minutes and Times

Mayor Bent requested this item added to the agenda. Mayor Bent stated that he will poll Councillors to determine the best times to set for Committees.

Mayor Bent also stated that he would like all Committee minutes to be made public including Committee of the Whole. He stated he would like it retroactive to today's date. He also requested the cheque register to be made public.

Following discussion, it was the consensus of the Committee for staff to develop the appropriate policies necessary.

7. Seniors Incentive Renewals

Mayor Bent requested this item added to the agenda. He requested that seniors in receipt of the incentive not to provide proof of age on an annual basis.

Following discussion, it was the consensus of the Committee to draft the appropriate amendments to policy.

8. Conference – MNL Annual Convention and Trade Show

The following was brought forward from the Administrative Services Committee meeting of August 31, 2021:

Attached was information pertaining to the Municipalities Newfoundland and Labrador (MNL) 2021 Annual Convention and Trade Show scheduled for November 3-6, 2021 in Corner Brook, NL. Delegate registration is \$525 (maximum 2 registrants per municipality). Virtual access is available at a cost of \$500 (full council). The MNL Advocacy Committee will be accepting resolutions until September 17, 2021. Also attached was the 1st Call for Resolutions.

The Committee concurred with the following recommendation:

Recommendation: (Public)

Be it so resolved that approval be given for 2 members of council to attend the Municipalities Newfoundland and Labrador (MNL) 2021 Annual Convention and Trade Show to be held in Corner Brook, NL from November 3-6, 2021, at an approximate cost of \$525 each, and \$500 for virtual access. Funds are available in account #01-101-1000-4220.

The Town Clerk advised of the nomination process for the Premier's Forum. It was the consensus of the Committee to nominate the "Mayor of Conception Bay South".

Current Discussion:

It is necessary to provide Municipalities Newfoundland and Labrador (MNL) with two attendee names for the 2021 Annual Convention and Trade Show to be held in Corner Brook, NL from November 3-6, 2021. Registration has been secured for

2 delegates, and a virtual access is available at a cost of \$500 (full council). Mayor Bent, Councillors Butler and Tilley have expressed interest in attending.

Councillors Tilley and Butler will attend the Convention.

9. 13 Waterside Place, Variances

On September 7, 2021 the Town received an application to develop a Single Dwelling at 13 Waterside Place.

The application indicates that the rear yard depth of 9.02m and the building line setback of 9.01m. Town standards require a minimum rear yard depth and building line setback of 10m each. The applicant requested a variance to those standards to accommodate the proposed development.

The *Development Regulations* (NLR 3/01) allow the Town to consider variances of up to a 10% reduction in the standards. The proposed variances are within the range that can be considered by the Town.

In accordance with the *Development Regulations* (NLR 3/01) the Town provided notice of the variance request by advertisement in the September 15, 2021 edition of the Shoreline. Notices were also sent to adjacent property owners and posted to the Town's website and advertised on the Town's social media. The Town received one submission that expressed concern with changes to the property lines and allowing a larger house to be built than the lot can accommodate.

Staff responded to the submission and noted that the location of the boundary lines would not be changing, but the proximity of the house to the boundary lines would be. Staff also explained that the change in dwelling size would be approx. 1m on both the front and back, allowing for an increased depth from front to rear of the dwelling of 2m. Staff explained that these changes would allow the interested buyer to construct their desired house plans on the lot. There was no response to staff's email.

The proposed dwelling is consistent with the lot coverage, setback and size of adjacent dwellings. The lot coverage for houses in the general area ranges from 15% to 24%. The proposed dwelling has a lot coverage of approximately 16%. Attached to the Agenda is a drawing that illustrates the proposed footprint of the new dwelling in the context of adjacent existing development.

The Director recommends that the variances be approved.

The Committee concurred with the following recommendation:

Recommendation: (Public – Planning and Development)

Be it so resolved that variances to reduce the Town’s standard minimum building line by 10% to 9m, and the building line setback by 10% to 9m, be approved in accordance with Council’s discretionary authority.

5:40 p.m. Deputy Mayor Gosse vacated the room due to conflict as she is involved in the company. B Return at 5:45 p.m.

10. Files pending for discussion with Planning and Development Committee

The following files require consideration of the Planning and Development Committee. Councillors may receive inquiries from applicants or individuals interested in the status or outcome of these files.

Address	Application
2750 Topsail Road	Fence, discretionary decision of Council; conflict and ambiguity in Regulations
Minerals Road	New Mineral exploration activity. Discretionary decision of Council. Public notice provided and submissions received opposing and expressing concern with the application.
43 Church Terrace / Metcalfes Lane	Subdivide for one single dwelling. There are no water and sewer services immediately available. Other similar proposed development in the area was required to extend town water services to property. Potential precedent issue.
14-18 Dove Place	Legal Non Conformity - Re-Build Dwelling on Private lane
21 Golden Road	Change to existing legal non confirming use (discretionary, submissions). From a general garage use to industrial use (powder coating).
16-18 Poppys Lane	Subdivide for Duplex

73 Cherry Lane	Proposed Re-Zoning, initial public notification process concluded and several submissions received in opposition to the proposal.
103 Fowlers Road	Retaining Wall adjacent to Road right of way. Proposed Pool Fence & Deck adjacent to Fowlers Road. Staff will be recommending that portions of the application be refused. A public Council decision will be required.
55 Cluneys Road	Residential accessory use: Hobby Farm. Public Notices provided and submissions received opposing the proposal. A public decision by Council will be required to either approve or refuse the application.

ADDITIONAL ITEM:

1. Crossing Guards

Councillor Moores inquired about the Town providing crossing guards to the elementary and junior high schools on main roads within Town.

Following brief discussion, it was the consensus of the Committee to consider this during budget deliberations.

Return to regular agenda:

11. Financial Services Presentation

The Director of Finance provided an orientation to the Financial Services Department.

The meeting adjourned at 6:55 p.m.

Darrin Bent
Mayor

Gail Pomroy
Town Clerk