



Town of Flatrock

Minutes of a Regular Meeting of Council held at the Town Hall, Monday, May 6, 2019 Page 1

Members Present: Mayor Darrin Thorne
Deputy Mayor Terry Humber
Councilor Marion McCarthy
Councilor Michelle Martin
Councilor Anthony Grace
Councilor Corrina Martin

Town Clerk Dianne Stamp
Finance and Administration Officer Andrew Tobin

Members Absent:

Mayor Thorne called the Meeting to Order at 6:30 P.M.

2019 – 075 Marion McCarthy/Terry Humber

Be it resolved that the Agenda for the Monday, May 6, 2019 meeting of Flatrock Town Council be adopted as presented. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councilors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

2019 – 076 Marion McCarthy/Terry Humber

Be it resolved that the Minutes of the Tuesday, April 23, 2019 meeting of Flatrock Town Council be adopted as presented. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councilors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

A person was in attendance at Town Council request to discuss proposed safety manual and policies for Town of Flatrock. Councilor Michelle Martin will work with the person to set up these policies and manual.

Councilor Anthony Grace left the meeting at 6:33 pm for the following item:

The owner and a representative of 20 Grace's Place were in attendance to discuss the owner's property in relation to paving next to his driveway and a culvert that the current owner said has to be moved. Resident was informed that cul – de – sac is temporary and will not be paved by the town. The previous owner agreed to pave the section in question, once the land was sold, but reneged on the agreement.

A letter on file states that Grace's Place cannot be extended until an engineer's report is presented to Council.

Councilor Anthony Grace returned at 6:47 pm.

Andrew Tobin, Finance and Administration Officer taking Minutes for next item:

Three residents were in attendance regarding their 4 building lots off Jack's Place.



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2019 – 077 Anthony Grace/Marion McCarthy

Be it resolved that the Town Council of Flatrock conditionally approve in principal the application to development four building lots off Jack's Place pending clearance from Water Resources and Service NL, as well as approval from the Town's Engineer of proposed road in accordance with the Town's regulations. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councillors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

Councilor Anthony Grace left meeting at 6:57 pm for next item.

Resident from 1 Grace's Place was in attendance to discuss an application for a private garage. Resident agreed to sign a letter stating the existing 16' x 20' garage will be removed within 30 days of new garage being completed. Defer application to next meeting.

Councilor Anthony Grace returned to meeting at 7:02 pm.

A resident was in attendance from Pouch Cove Highway to discuss an email that was sent regarding a residence on Sankie's Line. Council apologized to resident for missing an earlier email. Resident also discussed land, zoning and road extension regulations with Council. Council will check further information with town planner and get back to resident.

Tenders were opened regarding the supply and installation of new energy efficient windows in the Flatrock Town Hall and Museum. The tenders will be discussed further before a final decision is made.

Nomination date Thursday, May 23, 2019 and Election Day Thursday, June 20, 2019 for one seat of Flatrock Town Council. A letter of resignation was received from Robert Schmiedendorf as he has moved out of province.

Smoke Free policy for the Town of Flatrock was discussed. Deferred to next meeting.

2019 – 078 Terry Humber/Anthony Grace

Be it resolved that the Town Council of Flatrock conditionally approve the application for a 12' x 8' green house at 397 Pouch Cove Highway and that it be built within the Town of Flatrock Regulations. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councilors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

2019 – 079 Marion McCarthy/Terry Humber

Be it resolved that the Town Council of Flatrock do make a motion that all applications to the Town of Flatrock for any construction must follow the National Building Code of Canada as stated in motions 2019 – 080 and 2019 – 081 below. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councillors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.



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2019 – 080 Anthony Grace/Corrina Martin

Be it resolved that the Town Council of Flatrock do make a resolution to adopt the 2010 National Building Code of Canada and any supplements and amendments in accordance with subsection 414 [3] of the Municipalities Act 1999, that regulations made by a town controlling and respecting the design, construction, alteration, reconstruction, minimum lot size and occupancy of buildings in their community should be in accordance, at a minimum, with the National Building Code of Canada. This includes the new energy efficiency provisions. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councillors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

2019 – 081 Anthony Grace/Marion McCarthy

Be it resolved that the Town Council of Flatrock do make a resolution to confirm the responsibility by owner/applicant for compliance with the National Building Code of Canada [in resolution 2019 – 079] in regard to these regulations and not the Town of Flatrock. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councillors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

2019 – 082 Anthony Grace/Michelle Martin

Be it resolved that the Town Council of Flatrock do make a motion in accordance with subsection 13[2] of the Municipal Elections Act to appoint Andrew Tobin as an Alternate Returning Officer to perform the duties of the Returning Officer in the event that the Returning Officer is unable to carry out any of these duties for 2019 Municipal By Election on Nomination Day Thursday, May 23, 2019. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councillors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

2019 – 083 Anthony Grace/Corrina Martin

Be it resolved that the Town Council of Flatrock do make a motion in accordance with subsection 13[2] of the Municipal Elections Act to appoint Stephanie Murray as an Alternate Returning Officer to perform the duties of the Returning Officer in the event that the Returning Officer is unable to carry out any of these duties for 2019 Municipal By Election on Thursday, June 20, 2019. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councillors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

2019 – 084 Terry Humber/Corrina Martin

Be it resolved that the Town Council of Flatrock do make a motion to waive permit and license fees for student summer participants for 2019 through Youth Ventures but all other Town of Flatrock Regulations be followed. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councillors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

2019 – 085 Michelle Martin/Marion McCarthy

Be it resolved that the Town Council of Flatrock do make a motion of approval for Finance and Administration Officer Andrew Tobin and Assistant Town Clerk Stephanie Murray to attend PMA Professional Municipal Administrators 2019 Annual Convention and Trade Show as well as Advanced Module 3: Municipal Budgeting at Holiday Inn St. John's June 4 – 7, 2019. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councillors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.



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Information received from BizPal regarding a project Skills NL that aims to reach and impact the NL workforce especially small business.

Information received from East Coast Trail Association asking for a team from the Town of Flatrock to participate in the hike, Trail Raise, on June 8 to celebrate the 25th Anniversary of the association.

2019 – 086 Marion McCarthy/Corrina Martin

Be it resolved that the invoices and finances be approved as presented. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councilors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

Mayor Darrin Thorne attended the Municipalities NL Municipal Symposium in Gander May 2 – 4, 2019.

Mayor Darrin Thorne attended the special church service and reception on Sunday, May 5 for the celebration of the 200th Anniversary of St. Nicholas Church, Torbay.

2019 – 087 Michelle Martin/Anthony Grace

Be it resolved that this meeting do now adjourn to meet again on Tuesday, May 21, 2019 at 6:30 P.M. In Favor Mayor Darrin Thorne, Deputy Mayor Terry Humber, Councilors Marion McCarthy, Michelle Martin, Anthony Grace and Corrina Martin. Abstaining 0 Against 0 Carried.

Meeting adjourned at 8:08 pm.

Darrin Thorne
Mayor

Dianne Stamp
Town Clerk