

June 21, 2016

[REDACTED]

E-mailed: [REDACTED]

Dear [REDACTED]

**Re: Request for Access to Information under Part II
of the Access to Information and Protection Privacy Act**

On March 21, 2016 the City of St. John's received your request for access to the following information:

"Any records (documents, minutes, memos, notes, recordings, e-mails, correspondence, etc.) on supplying water from Bay Bulls Big Pond to the Town of Portugal Cove-St. Philip's – possibly, with restrictions on re-zoned agricultural land! Records may be present in the Regional Water Committee Minutes/correspondence. Records likely occurred between 2011 and first 7 months of 2013."

Enclosed is the extent of the information we have on file. Should more information be forthcoming, we will pass it along to you. Otherwise, we now consider this matter completed and will be closing the file.

If you have any further questions, please feel free to contact the undersigned by telephone at 576-8202 or by e-mail: ehenley@stjohns.ca.

Yours truly,



Elaine A. Henley
City Clerk

Enclosure

ST. JOHN'S



Town of Portugal Cove - St. Philips

Will Fagan to: Walt Mills

Cc: Shannie Duff, John Walsh, "David J. Brazil"

2012/07/25 09:18 PM

History:

This message has been replied to.

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Walt:

As Mayor of the Town of Portugal Cove-St. Philip's I am a little concerned about this sequence of e-mails. I continually field questions from the public regarding our proposed Town Plan and share with them what information I have.

After the Meeting of the Regional Water Services Committee on July 20 I shared with residents, and with MHA Brazil, what I had believed the Committee had agreed on:

1. There was no shortage of water from Bay Bulls Big Pond to supply the needs of PCSP. In fact there is no specific water allocation. Currently, PCSP uses 1.9% of the water being taken out of BBBP.

2. This answered the concern that Corrie Davis had about holding up the draft of our Town Plan about sufficient water.

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4. We responded to his concern about a letter written by Mr. Johnson of the City of St. John's to [REDACTED] of the Town of PCSP in 2009 expressing concern that water would not be available for Phases 2 and 3 of a subdivision known as Stages, as Phases 2 and 3 involve agricultural land. The Town of PCSP has no intention of touching/re-zoning this land.

Based on the above, there is no reason why the draft Town Plan should be held for any purposes related to water supply.

5. The Town forwarded two separate, and independent amendments for proposals for subdivisions (Amendments #19, 20) to MA. These are not integral to the Town Plan and in no way should impinge on our Town Plan moving forward. Nevertheless, the Committee decided that there was sufficient water for these proposed 50 houses. I am not sure why Mr. Davis appears to be confused about his decision to withhold our Town Plan because of needed confirmation of sufficient water, and clarification to letters (noted above) and these two amendments.

6. The Committee agreed that both the towns of Paradise and PCSP would have to plan to improve their water supply infrastructure in light of water flow and increased pressure. Again this in no way impacted on our Town Plan moving forward.

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discussed and agreed on. Furthermore, I, as Mayor know nothing about it except through the forwarding of e-mails by the Town Manager to all Council.

We have a number of residents on hold because of the hang up of our town plan. Most these have nothing to do with water. Many, for example, are caught in proposed frontage changes. I am asking the Regional Water Services Committee to honour the agreements made at the Committee meeting on July 20. If these are different from what I noted, then please inform me.
Bill Fagan, Mayor

Begin forwarded message:

From: Chris Milley [REDACTED]
Date: July 25, 2012 6:54:08 PM NDT
To: Council <Council@pcsp.ca>
Cc: [REDACTED]
Subject: Fw: Town of Portugal Cove - St. Philips

All. I just received this from Walt Mills.
It is short notice but I will be able to attend. I am about to respond to it but will be telling them that I will be bringing Les if he is available. Les and I are in a subdivision meeting that we will have to cut short.

Chris

Sent using BlackBerry

From: Walt Mills [<mailto:WMills@stjohns.ca>]
Sent: Wednesday, July 25, 2012 04:53 PM
To: Davis, Corrie <corriedavis@gov.nl.ca>
Cc: Terry Knee <TKnee@stjohns.ca>; Chris Milley
Subject: Town of Portugal Cove - St. Philips

Corrie,

Myself and Terry Knee will attend on behalf of the Regional Water Committee and Chris Milley will attend on behalf of the Town of PC-SP.

Thanks for meeting on short notice.

Walt

From: "Davis, Corrie" <corriedavis@gov.nl.ca>
To: "Walt Mills" <WMills@stjohns.ca>
Cc: "Blanchard, Kimberley" <KimberleyBlanchard@gov.nl.ca>, "Grandy, Cory" <corygrandy@gov.nl.ca>

Date: 2012/07/25 01:08 PM
Subject: RE: Town of Portugal Cove - St. Philips

HI Walt,

We're available to meet tomorrow at noon.

Would you mind letting me know how many folks will be attending from CSJ so that I can book an appropriate room.

Corrie

From: Walt Mills [<mailto:WMills@stjohns.ca>]
Sent: Wednesday, July 25, 2012 12:51 PM
To: Terry Knee
Cc: Davis, Corrie
Subject: Re: Town of Portugal Cove - St. Philips

Corrie,

Are we able to meet tomorrow?

Walt

On 2012-07-24, at 11:56 AM, "Walt Mills" <WMills@stjohns.ca> wrote:

Corrie,

Would you be available to meet at 12:00 PM on Thursday. We can meet at your office.

Thanks.

Walt

"Davis, Corrie" ---2012/07/24 08:44:05 AM---HI Walt,

From: "Davis, Corrie" <corriedavis@gov.nl.ca>
To: "Walt Mills" <WMills@stjohns.ca>
Cc: "Terry Knee" <TKnee@stjohns.ca>
Date: 2012/07/24 08:44 AM
Subject: RE: Town of Portugal Cove - St. Philips

Hi Walt,

I'm available at your convenience this week.

Corrie

From: Walt Mills [<mailto:WMills@stjohns.ca>]
Sent: Friday, July 20, 2012 4:54 PM
To: Davis, Corrie
Cc: Terry Knee
Subject: Town of Portugal Cove - St. Philips

Corrie,

In our past emails regarding the Town of PC-SP we have been discussing specific proposed Amendments. However, as a result of discussion at a recent meeting of the Regional Water Services Committee, it seems that the Town is concerned that the Town's Municipal Plan review is being delayed because of issues related to the provision of water to the Town by the Regional Water System.

I think there might be some confusion or misunderstanding regarding exactly what the issues are regarding water service to the Town in general as opposed to specific Amendments. It might be a good idea for us to meet to discuss this matter. Can you please advise of a time during next week from July 23 to 26 that you might be available to discuss this matter.

Thanks.

Walt

From: "Davis, Corrie" <corriedavis@gov.nl.ca>
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Hi Walt,

As requested.

Corrie

From: Blanchard, Kimberley
Sent: Tuesday, June 26, 2012 4:09 PM
To: Davis, Corrie
Subject: RE: Town of Portugal Cove - St. Philips

Corrie,

In reviewing the files being held for PCSP, it is my understanding that these two proposals are contingent on the provision of water (not previously designated for serviced development):

- Municipal Plan Amendment #19, 2012 & Development Regulations Amt #46, 2012 (173-199 Old Broad Cove Road: 20 semi-serviced residential lots with municipal water and on-site sewer)

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Scans of the amendment documents attached.

Kim

<0.16A6.jpg>

Government of Newfoundland and Labrador

Kimberley J. Blanchard M.E.Des. (planning), MCIP Senior Planner	Department of Municipal Affairs Engineering and Land Use Planning Division Confederation Bldg, West Block – First Floor PO Box 8700, St. John's, NL A1B 4J6 t. 1 (709) 729-4970 f. 1 (709) 729-0477 e. KimberleyBlanchard@gov.nl.ca
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From: Davis, Corrie
Sent: Friday, June 22, 2012 8:47 PM

From: Walt Mills <WMills@stjohns.ca>
To: Davis, Corrie
Sent: Fri Jun 15 12:40:10 2012
Subject: RE: Town of Portugal Cove - St. Philips
Thanks.

Walt

From: "Davis, Corrie" <corriedavis@gov.nl.ca>
To: "Walt Mills" <WMills@stjohns.ca>
Date: 2012/06/15 09:15 AM
Subject: RE: Town of Portugal Cove - St. Philips

HI Walt,

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Sent: Friday, June 15, 2012 8:54 AM
To: Davis, Corrie
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I am available at your convenience to discuss.

Thanks.

Walt

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Re: Town of Paradise and the Town of Portugal Cove / St. Philip's

Dennis O'Keefe to: Walt Mills

2012/07/25 09:26 PM

Cc: Terry Knee, Andrew Niblock, Shannie Duff, Robert F Smart

Walt

I agree and will continue to do so. We need to advocate continuously for the wise use of water.

Dennis

Sent from my iPad

On 2012-07-25, at 6:55 AM, "Walt Mills" <WMills@stjohns.ca> wrote:

Dennis,

Even though the water level in Bay Bulls Big Pond is still good at present, it is important to keep stressing the conservation message.

Thanks.

Walt

On 2012-07-24, at 8:24 PM, "Dennis O'Keefe" <DOKeefe@stjohns.ca> wrote:

Walt

Thanks for the info on water levels. I was going to ask you today where they are.

That is good news indeed. Regards

Dennis

Sent from my iPad

On 2012-07-24, at 5:03 PM, "Walt Mills" <WMills@stjohns.ca> wrote:

For Information:

Due to system maintenance issues, residents of the Town of Paradise and the Town of Portugal Cove / St. Philip's are being requested to restrict water use outside the home by not watering lawns or gardens or not washing cars, etc., for the next 24 to 48 hours. This relates to the system issues that were discussed at last Friday's meeting of the Regional Water Committee.

The Town of Paradise and the Town of Portugal Cove / St. Philip's will be advising their residents through messages on their web sites and via radio announcements of the request to restrict water use due to these system maintenance issues.

For the Regional Water Committee's information, there is presently

approximately ten feet more water in Bay Bulls Big Pond than at the same time of year in 2009. The current pond level is only 1.5 feet below the 2011 level. Attached for information, is a copy of this week's water level chart for Bay Bulls Big Pond.

Walt

(See attached file: BBBP Water Level July 24 2012.pdf)
<BBBP Water Level July 24 2012.pdf>



Town of Portugal Cove - St. Philips

Will Fagan to: Walt Mills

Cc: Shannie Duff, John Walsh, "David J. Brazil"

2012/07/25 10:00 PM

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As a follow-up to the below e-mail, I wish to point out that, I, as Mayor, wrote a letter to the Co-chairs of the Regional Water Services Committee and outlined the concerns that Mr. Corrie Davis had shared (in e-mails, which I can provide) about the review of our Town Plan. Amendments 19 and 20 were in no way mentioned by Mr. Davis. I was the contact with the Regional Water Services Committee for the Town of PCSP and had an opportunity to discuss the matter with Co-chair Cllr. John Walsh at the FCM meetings in Saskatoon.

As per this e-mail, I am asking MHA David Brazil, if he is free, if he can attend this meeting as he has been "besieged" by residents about our town plan being on hold and clearly understands what any more hold-ups will mean to these residents and his constituents. At this short notice, I fully understand if he is not available.

Bill Fagan, Mayor

Begin forwarded message:

From: [REDACTED]

Date: July 25, 2012 9:18:05 PM NDT

To: Walt Mills <wmills@stjohns.ca>

Cc: Shannie Duff <sduff@stjohns.ca>, [REDACTED] "David J. Brazil" <davidbrazil@gov.nl.ca>

Subject: Town of Portugal Cove - St. Philips

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After the Meeting of the Regional Water Services Committee on July 20 I shared with residents, and with MHA Brazil, what I had believed the Committee had agreed on:

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2. This answered the concern that Corrie Davis had about holding up the draft of our Town Plan about sufficient water.
3. Mr. Davis had two other concerns - that we had not met the conditions stated when the water was extended to the geographical area of Portugal Cove in 2003. We showed that conditions were met including construction of a water tower.
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John's to [REDACTED] of the Town of PCSP in 2009 expressing concern that water would not be available for Phases 2 and 3 of a subdivision known as Stages, as Phases 2 and 3 involve agricultural land. The Town of PCSP has no intention of touching/re-zoning this land.

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Cc: Les Spurrell <Lester.Spurrell@pcsp.ca>
Subject: Fw: Town of Portugal Cove - St. Philips

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I am available at your convenience to discuss.

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Re: Town of Portugal Cove - St. Philips

Walt Mills to: Will Fagan

Cc: Shannie Duff, "John Walsh", "David J. Brazil"

Bcc: Terry Knee

2012/07/25 10:05 PM

Mayor Fagan,

It was my understanding after last week's meeting of the Regional Water Committee that:

"ii. Based on the foregoing, the Committee recommends the Municipal Plan for the Town of Portugal Cove St. Philips move forward. To this end, technical staff of the Regional Water Services Committee along with representatives of the Town of Portugal Cove St. Philips request a meeting with officials of the Department of Municipal Affairs to identify/address any other concerns with respect to servicing as it relates to the Municipal Plan."

Based on the preceding draft minute of the Committee's meeting, at 4:54 PM on Friday, I emailed Municipal Affairs to request a meeting as had been directed by the Committee earlier that afternoon.

I believe that Mr. Davis was out of the office on Monday but he responded yesterday that he was available to meet this week and he subsequently confirmed today that we can meet tomorrow.

As per the Committee's direction, I have invited your Town Manager to attend. He has advised that he will be bringing another staff person along.

It was my impression, based on discussion at the Committee's meeting that the Committee felt that a meeting with Municipal Affairs was the best way to expedite the matter of the Town's Municipal Plan.

I apologize for not emailing you directly but I had assumed that your Town Manager would brief you, as he has done.

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On 2012-07-25, at 9:18 PM, "Will Fagan" <wfagan@mun.ca> wrote:

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Kim

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I am available at your convenience to discuss.

Thanks.

Walt

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Re: Town of Portugal Cove - St. Philips

Walt Mills to: Will Fagan

Cc: Shannie Duff, "John Walsh", "David J. Brazil"

Bcc: Terry Knee

2012/07/25 10:05 PM

Mayor Fagan,

It was my understanding after last week's meeting of the Regional Water Committee that:

"ii. Based on the foregoing, the Committee recommends the Municipal Plan for the Town of Portugal Cove St. Philips move forward. To this end, technical staff of the Regional Water Services Committee along with representatives of the Town of Portugal Cove St. Philips request a meeting with officials of the Department of Municipal Affairs to identify/address any other concerns with respect to servicing as it relates to the Municipal Plan."

Based on the preceding draft minute of the Committee's meeting, at 4:54 PM on Friday, I emailed Municipal Affairs to request a meeting as had been directed by the Committee earlier that afternoon.

I believe that Mr. Davis was out of the office on Monday but he responded yesterday that he was available to meet this week and he subsequently confirmed today that we can meet tomorrow.

As per the Committee's direction, I have invited your Town Manager to attend. He has advised that he will be bringing another staff person along.

It was my impression, based on discussion at the Committee's meeting that the Committee felt that a meeting with Municipal Affairs was the best way to expedite the matter of the Town's Municipal Plan.

I apologize for not emailing you directly but I had assumed that your Town Manager would brief you, as he has done.

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I am asking the Regional Water Services Committee to honour the agreements made at the Committee meeting on July 20. If these are different from what I noted, then please inform me.

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Begin forwarded message:

From: Chris Milley <Chris.Milley@pcsp.ca>
Date: July 25, 2012 6:54:08 PM NDT
To: Council <Council@pcsp.ca>
Cc: Les Spurrell <Lester.Spurrell@pcsp.ca>
Subject: Fw: Town of Portugal Cove - St. Philips

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Sent using BlackBerry

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Subject: Town of Portugal Cove - St. Philips

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Thanks for meeting on short notice.

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[Hi Walt,](#)

As requested.

Corrie

From: Blanchard, Kimberley
Sent: Tuesday, June 26, 2012 4:09 PM
To: Davis, Corrie
Subject: RE: Town of Portugal Cove - St. Philips

Corrie,

In reviewing the files being held for PCSP, it is my understanding that these two proposals are contingent on the provision of water (not previously designated for serviced development):

- Municipal Plan Amendment #19, 2012 & Development Regulations Amt #46, 2012 (173-199 Old Broad Cove Road: 20 semi-serviced residential lots with municipal water and on-site sewer)
- Municipal Plan Amendment #20, 2012 & Development Regulations Amt #47, 2012 (269-277 Old Broad Cove Road: 33 semi-serviced residential lots with municipal water and on-site sewer)

Scans of the amendment documents attached.

Kim

<p><0.16A6.jpg></p> <p>Kimberley J. Blanchard M.E.Des. (planning), MCIP</p> <p>Senior Planner</p>	<p>Government of Newfoundland and Labrador</p> <p>Department of Municipal Affairs Engineering and Land Use Planning Division Confederation Bldg, West Block – First Floor PO Box 8700, St. John's, NL A1B 4J6</p> <p>t. 1 (709) 729-4970 f. 1 (709) 729-0477 e. KimberleyBlanchard@gov.nl.ca</p>
---	--

From: Davis, Corrie
Sent: Friday, June 22, 2012 8:47 PM

From: Walt Mills <WMills@stjohns.ca>
To: Davis, Corrie
Sent: Fri Jun 15 12:40:10 2012
Subject: RE: Town of Portugal Cove - St. Philips
Thanks.

Walt

From: "Davis, Corrie" <corriedavis@gov.nl.ca>
To: "Walt Mills" <WMills@stjohns.ca>
Date: 2012/06/15 09:15 AM
Subject: RE: Town of Portugal Cove - St. Philips

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RE: Town of Portugal Cove - St. Philips
John Walsh to: 'Will Fagan', 'Walt Mills'
Cc: "Shannie Duff", "David J. Brazil"

2012/07/26 09:06 AM

Hi, Bill:

I've been following your correspondence back and forth on this issue, and as you know, we have had a couple of opportunities to discuss your concerns – once at FCM and a couple of phone calls subsequent to that so that I felt I had a full understanding of your issues.

Regrettably, while I wasn't able to attend the meeting last Friday, July 20, I assume the meeting today is simply to provide clarity and understanding to officials at Municipal Affairs on issues pertaining to regional water capacity or other issues relating to regional water. It is far better to do that in a "face to face" meeting rather than continued correspondence back and forth. I'm confident that the position of Regional Water as put forth in the meeting of July 20 is quite clear, and based on the DRAFT minutes provided there is a clear direction to be undertaken, so I think we're ready to move forward.

To be honest, I'd be pleased to see a meeting with MA on this issue take place so quickly, and I'm glad that Walt was able to accommodate that, because this will resolve any misunderstandings much more easily and will provide an opportunity to clarify issues and present the position of the Regional Water Committee in a personal meeting.

Let's see what comes out of this, but be assured that the position of the regional water committee is as was presented Friday past.

John

From: Will Fagan [mailto:wfagan@mun.ca]
Sent: Thursday, July 26, 2012 8:27 AM
To: Walt Mills
Cc: Shannie Duff; John Walsh; David J. Brazil
Subject: Re: Town of Portugal Cove - St. Philips

PRIVATE AND CONFIDENTIAL TO THOSE TO WHOM THIS IS DIRECTED.

I am not privy to what was written in the Minutes. I understood a draft letter from the Committee to Mr. Davis would be sent to those attending for feedback before being finalized and forwarded to Mr. Davis.

The part that bothers me is the statement: to *identify/address any other concerns with respect to servicing as it relates to the Municipal Plan.*"

I conveyed Mr. Davis' concerns re our town plan and these were addressed at the Regional Water Services Committee meeting. Mr. Davis should have had all his ducks in a row in his e-mails back and forth to the Town since March and I can't see why more concerns should be raised at this time.

I received a forwarded e-mail to Council via the Town Manager when I arrived home from a

Committee meeting late last night. I would not call that a briefing.

We just want to move our Town Plan forward as too many residents are upset and frustrated. Mr. Davis took time to express his concerns over holding up the plan and I assumed that at the Regional Water Services Committee we addressed them.

Bill Fagan, Mayor

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Corrie,

In reviewing the files being held for PCSP, it is my understanding that these two proposals are contingent on the provision of water (not previously designated for serviced development):

- Municipal Plan Amendment #19, 2012 & Development Regulations Amt #46, 2012 (173-199 Old Broad Cove Road: 20 semi-serviced residential lots with municipal water and on-site sewer)

- Municipal Plan Amendment #20, 2012 & Development Regulations Amt #47,
2012 (269-277 Old Broad Cove Road: 33 semi-serviced residential lots with
municipal water and on-site sewer)

Scans of the amendment documents attached.

Kim

<0.16A6.jpg>

Government of Newfoundland and Labrador

Kimberley J. Blanchard Department of Municipal Affairs
M.E.Des. (planning), MCIP Engineering and Land Use Planning Division
Senior Planner Confederation Bldg, West Block – First
 Floor
 PO Box 8700, St. John's, NL A1B 4J6

t. 1 (709) 729-4970

f. 1 (709) 729-0477

e. KimberleyBlanchard@gov.nl.ca

From: Davis, Corrie
Sent: Friday, June 22, 2012 8:47 PM

From: Walt Mills <WMills@stjohns.ca>
To: Davis, Corrie
Sent: Fri Jun 15 12:40:10 2012
Subject: RE: Town of Portugal Cove - St. Philips
Thanks.

Walt

From: "Davis, Corrie" <corriedavis@gov.nl.ca>
To: "Walt Mills" <WMills@stjohns.ca>
Date: 2012/06/15 09:15 AM
Subject: RE: Town of Portugal Cove - St. Philips

HI Walt,

I'll have that information forwarded to you shortly.

Corrie

From: Walt Mills [<mailto:WMills@stjohns.ca>]
Sent: Friday, June 15, 2012 8:54 AM
To: Davis, Corrie
Subject: Town of Portugal Cove - St. Philips

Corrie,

The Regional Water Committee has asked me to check with you regarding an application for an amendment submitted by the Town of Portugal Cove - St. Philips.

Unfortunately, I don't have any more information than that. Do you have any amendments from PC-SP that might be contingent on provision of water from the Regional System?

I am available at your convenience to discuss.

Thanks.

Walt

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RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

Walt Mills, Shannie Duff, jwalsh@mountpearl.ca,

Chris Milley to: Bill Fagan (External) ,
aenglish@townofparadise.ca,

2012/07/26 04:43 PM

Cc: Terry Knee

History: This message has been replied to.

Our message was for 48 hours. Can I get a status report so that we can update our website with further instruction?

Thanks,
Chris

Chris Milley, P.Eng.
Town Manager/Engineer

1119 Thorburn Road
Portugal Cove-St. Philip's
A1M 1T6
T: 709.895.8000 ext 262
F: 709.895.3780



From: Walt Mills [mailto:WMills@stjohns.ca]

Sent: July-24-12 5:04 PM

To: Shannie Duff; [REDACTED]; Bill Fagan (External); [REDACTED];
[REDACTED] Joe Duggan; JMills@stjohns.ca; rSmart@stjohns.ca;
[REDACTED].ca; Chris Milley; Council_group@stjohns.ca; [REDACTED]

Cc: Terry Knee

Subject: Town of Paradise and the Town of Portugal Cove / St. Philip's

For Information:

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[Please click here for The Town of Portugal Cove-St. Philip's email Disclaimer](#)



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Town of Paradise and the Town of Portugal Cove / St. Philip's 
Walt Mills to: Terry Knee

2012/07/26 04:47 PM

Terry,

Is the Town of Paradise still advertising the request to restrict water use to its residents?

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Chris Milley Our message was for 48 hours. Can I get a statu... 2012/07/26 04:43:12 PM

From: Chris Milley <Chris.Milley@pcsp.ca>
To: Walt Mills <WMills@stjohns.ca>, Shannie Duff <SDuff@stjohns.ca>, [REDACTED],
[REDACTED] "Bill Fagan (External)" <wfagan@mun.ca>, [REDACTED],
[REDACTED] Joe Duggan <Joe.Duggan@pcsp.ca>, "JMills@stjohns.ca"
<JMills@stjohns.ca>, "rSmart@stjohns.ca" <rSmart@stjohns.ca>, [REDACTED],
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RE: Town of Paradise and the Town of Portugal Cove / St. Philip's 📧

Terry Knee to: Chris Milley

2012/07/27 07:48 AM

Cc: "aenglish@townofparadise.ca", "Council_group@stjohns.ca",
"daker@mountpearl.ca", "JMills@stjohns.ca", Joe Duggan,
"jwalsh@mountpearl.ca", "rfleming@townofparadise.ca",

Hi Chris

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During this system maintenance event we have identified some possible contributors to the problem and have been working on a contingency to prevent this from occurring again.

Please keep in mind that conservation will be the key to keeping an adequate supply to all areas of the Region.

Regards

Terry Knee
Manager, Regional Water System
P.O. Box 908, St. John's, NL, A1C 5M2
Tel: (709) 745 1870 Fax: (709) 745 0935
Email: tknee@stjohns.ca

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Chris Milley [Our message was for 48 hours. Can I get a statu...](#) 2012/07/26 04:43:10 PM

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To: Walt Mills <WMills@stjohns.ca>, Shannie Duff <SDuff@stjohns.ca>, "jwalsh@mountpearl.ca" <jwalsh@mountpearl.ca>, "Bill Fagan (External)" <wfagan@mun.ca>, "aenglish@townofparadise.ca" <aenglish@townofparadise.ca>, "daker@mountpearl.ca" <daker@mountpearl.ca>, Joe Duggan <Joe.Duggan@pcsp.ca>, "JMills@stjohns.ca" <JMills@stjohns.ca>, "rSmart@stjohns.ca" <rSmart@stjohns.ca>, "rfleming@townofparadise.ca" <rfleming@townofparadise.ca>, "rfraney@conceptionbaysouth.ca" <rfraney@conceptionbaysouth.ca>, "Council_group@stjohns.ca" <Council_group@stjohns.ca>, "todea@mountpearl.ca" <todea@mountpearl.ca>
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Date: 2012/07/26 04:43 PM
Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

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Re: Town of Paradise and the Town of Portugal Cove / St. Philip's 📎

Terry Knee to: Walt Mills

2012/07/27 07:55 AM

Walt

I am not sure but they should lift the ban today as per my response to Chris Milley. I had told Chris I would let him know he status soon as possible but I guess he couldn't wait.

Regards

Terry Knee
Manager, Regional Water System
P.O. Box 908, St. John's, NL, A1C 5M2
Tel: (709) 745 1870 Fax: (709) 745 0935
Email: tknee@stjohns.ca

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Walt Mills	Terry, Is the Town of Paradise still advertising th...	2012/07/26 04:47:51 PM
------------	--	------------------------

From: Walt Mills/CSJ
To: Terry Knee <TKnee@stjohns.ca>
Date: 2012/07/26 04:47 PM
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RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

Ron Franey to: Terry Knee

2012/07/27 09:13 AM

History:

This message has been replied to.

I am not fully aware of what has occurred to cause the problems that we are having.

I missed the meeting last week where I believe this was discussed and have not seen the minutes as yet.

Do you have something that you can e-mail me to bring me up to date on recent events.

Ron Franey

From: Terry Knee [mailto:TKnee@stjohns.ca]

Sent: July-27-12 7:48 AM

To: Chris Milley

Cc: aenglish@townofparadise.ca; Council_group@stjohns.ca; daker@mountpearl.ca; JMills@stjohns.ca; Joe Duggan; jwalsh@mountpearl.ca; rfleming@townofparadise.ca; Ron Franey; rSmart@stjohns.ca; Shannie Duff; todea@mountpearl.ca; Bill Fagan (External); Walt Mills

Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

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To: Walt Mills <WMills@stjohns.ca>, Shannie Duff <SDuff@stjohns.ca>, "jwalsh@mountpearl.ca" <jwalsh@mountpearl.ca>, "Bill Fagan (External)" <wfagan@mun.ca>, "aenglish@townofparadise.ca" <aenglish@townofparadise.ca>, "daker@mountpearl.ca" <daker@mountpearl.ca>, Joe Duggan <Joe.Duggan@pcsp.ca>, "JMills@stjohns.ca" <JMills@stjohns.ca>, "rSmart@stjohns.ca" <rSmart@stjohns.ca>, "rfleming@townofparadise.ca" <rfleming@townofparadise.ca>, "rfraney@conceptionbaysouth.ca" <rfraney@conceptionbaysouth.ca>, "Council_group@stjohns.ca" <Council_group@stjohns.ca>, "todea@mountpearl.ca" <todea@mountpearl.ca>
Cc: Terry Knee <TKnee@stjohns.ca>
Date: 2012/07/26 04:43 PM
Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

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Chris

Chris Milley, P.Eng.
Town Manager/Engineer

1119 Thorburn Road
Portugal Cove-St. Philip's
A1M 1T6
T: 709.895.8000 ext 262
F: 709.895.3780



From: Walt Mills [<mailto:WMills@stjohns.ca>]
Sent: July-24-12 5:04 PM
To: Shannie Duff; jwalsh@mountpearl.ca; Bill Fagan (External); aenglish@townofparadise.ca; daker@mountpearl.ca; Joe Duggan; JMills@stjohns.ca; rSmart@stjohns.ca; rfleming@townofparadise.ca; rfraney@conceptionbaysouth.ca; Chris Milley; Council_group@stjohns.ca; todea@mountpearl.ca
Cc: Terry Knee
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For Information:

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RE: Town of Paradise and the Town of Portugal Cove / St. Philip's 

Terry Knee to: Ron Franey
Bcc: Walt Mills

2012/07/27 09:27 AM

Ron

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Regards

Terry Knee
Manager, Regional Water System
P.O. Box 908, St. John's, NL, A1C 5M2
Tel: (709) 745 1870 Fax: (709) 745 0935
Email: tknee@stjohns.ca

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Ron Franey	I am not fully aware of what has occurred to cau...	2012/07/27 09:13:06 AM
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From: Ron Franey <RFraney@conceptionbaysouth.ca>
To: Terry Knee <TKnee@stjohns.ca>
Date: 2012/07/27 09:13 AM
Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

[I am not fully aware of what has occurred to cause the problems that we are having.](#)

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[Do you have something that you can e-mail me to bring me up to date on recent events.](#)

Ron Franey

From: Terry Knee [mailto:TKnee@stjohns.ca]
Sent: July-27-12 7:48 AM
To: Chris Milley
Cc: aenglish@townofparadise.ca; Council_group@stjohns.ca; daker@mountpearl.ca; JMills@stjohns.ca;

Joe Duggan; jwalsh@mountpearl.ca; rfleming@townofparadise.ca; Ron Franey; rSmart@stjohns.ca; Shannie Duff; todea@mountpearl.ca; Bill Fagan (External); Walt Mills
Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

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Thanks,



RE: Town of Paradise and the Town of Portugal Cove / St. Philip's
Ron Franey to: Terry Knee

2012/07/27 09:40 AM

Thanks. That really helps.

Ron Franey

From: Terry Knee [mailto:TKnee@stjohns.ca]
Sent: July-27-12 9:28 AM
To: Ron Franey
Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

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Cc: Terry Knee <TKnee@stjohns.ca>

Date: 2012/07/26 04:43 PM

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F: 709.895.3780



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Sent: July-24-12 5:04 PM

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RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

Chris Milley to: Terry Knee

2012/07/27 10:56 AM

Cc: "aenglish@townofparadise.ca", "Council_group@stjohns.ca",
"daker@mountpearl.ca", "JMills@stjohns.ca", Joe Duggan
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Thanks for the info.

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Sent: July-27-12 7:48 AM

To: Chris Milley

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Re: Town of Paradise and the Town of Portugal Cove / St. Philip's 
Walt Mills to: Terry Knee

2012/07/27 11:21 AM

Thanks.

I'm going to nominate you for the UN.

Walt

Terry Knee [Walt I am not sure but they should lift the ban to...](#) 2012/07/27 07:55:17 AM

From: Terry Knee/CSJ
To: Walt Mills/CSJ@CSJ
Date: 2012/07/27 07:55 AM
Subject: Re: Town of Paradise and the Town of Portugal Cove / St. Philip's

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Walt Mills [Terry, Is the Town of Paradise still advertising th...](#) 2012/07/26 04:47:51 PM

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Walt Mills [Terry, Is the Town of Paradise still advertising th...](#) 2012/07/26 04:47:51 PM



Fw: Town of Paradise and the Town of Portugal Cove / St. Philip's

Terry Knee to: Robin King

2012/08/13 02:41 PM

Robin FYI

Enclosed is the email explanation I sent to Ron Franey of CBS when he inquired. I will also forward you an email I sent to Paradise to address their concerns.

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P.O. Box 908, St. John's, NL, A1C 5M2
Tel: (709) 745 1870 Fax: (709) 745 0935
Email: tknee@stjohns.ca

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----- Forwarded by Terry Knee/CSJ on 2012/08/13 02:39 PM -----

From: Terry Knee/CSJ
To: Ron Franey <RFraney@conceptionbaysouth.ca>
Date: 2012/07/27 09:27 AM
Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

Ron

We are still doing some field testing and nothing has been completely confirmed yet but it appears that due to the high demand over that last run of hot weather, the suction pressure supplying the Camrose and Donna road pump houses dropped low enough so that we could not run two pumps in the Camrose pump station to fill the Camrose reservoir in Paradise, which in turn fills the [REDACTED] reservoir in PC/SP, without the Donna road station pumps cutting out on low suction pressure.

When this happens residents in the higher levels of Paradise would have low or no water pressure.

In the short term to prevent this from happening we are in the process of creating a strategy with our SCADA system for our operators to be able to monitor the suction pressure at this location and manually start the pumps when conditions permit.

The Town of Paradise will also be looking at some design solutions.

Regards

Terry Knee
Manager, Regional Water System
P.O. Box 908, St. John's, NL, A1C 5M2
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Email: tknee@stjohns.ca

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Ron Franey

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2012/07/27 09:13:06 AM

From: Ron Franey <RFraney@conceptionbaysouth.ca>
To: Terry Knee <TKnee@stjohns.ca>
Date: 2012/07/27 09:13 AM
Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

I am not fully aware of what has occurred to cause the problems that we are having.

I missed the meeting last week where I believe this was discussed and have not seen the minutes as yet.

Do you have something that you can e-mail me to bring me up to date on recent events.

Ron Franey

From: Terry Knee [mailto:TKnee@stjohns.ca]
Sent: July-27-12 7:48 AM
To: Chris Milley
Cc: aenglish@townofparadise.ca; Council_group@stjohns.ca; daker@mountpearl.ca; JMills@stjohns.ca; Joe Duggan; jwalsh@mountpearl.ca; rfleming@townofparadise.ca; Ron Franey; rSmart@stjohns.ca; Shannie Duff; todea@mountpearl.ca; Bill Fagan (External); Walt Mills
Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

Hi Chris

Thank you for your cooperation with issuing the 48 hour restriction. it is very difficult to put an exact time on how long it would take the reservoirs to recharge.

Currently both the Camrose and Skinners reservoir are now back to normal operating levels it took until this morning to achieve that. Normal procedures for both Towns can now resume.

During this system maintenance event we have identified some possible contributors to the problem and have been working on a contingency to prevent this from occurring again.

Please keep in mind that conservation will be the key to keeping an adequate supply to all areas of the Region.

Regards

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From: Chris Milley <Chris.Milley@pcsp.ca>
To: Walt Mills <WMills@stjohns.ca>, Shannie Duff <SDuff@stjohns.ca>, "jwalsh@mountpearl.ca" <jwalsh@mountpearl.ca>, "Bill Fagan (External)" <wfagan@mun.ca>, "aenglish@townofparadise.ca" <aenglish@townofparadise.ca>, "daker@mountpearl.ca" <daker@mountpearl.ca>, Joe Duggan <Joe.Duggan@pcsp.ca>, "JMills@stjohns.ca" <JMills@stjohns.ca>, "rSmart@stjohns.ca" <rSmart@stjohns.ca>, "rfleming@townofparadise.ca" <rfleming@townofparadise.ca>, "rfraney@conceptionbaysouth.ca" <rfraney@conceptionbaysouth.ca>, "Council_group@stjohns.ca" <Council_group@stjohns.ca>, "todea@mountpearl.ca" <todea@mountpearl.ca>
Cc: Terry Knee <TKnee@stjohns.ca>
Date: 2012/07/26 04:43 PM
Subject: RE: Town of Paradise and the Town of Portugal Cove / St. Philip's

Our message was for 48 hours. Can I get a status report so that we can update our website with further instruction?

Thanks,
Chris

Chris Milley, P.Eng.
Town Manager/Engineer

1119 Thorburn Road
Portugal Cove-St. Philip's
A1M 1T6
T: 709.895.8000 ext 262
F: 709.895.3780



From: Walt Mills [<mailto:WMills@stjohns.ca>]
Sent: July-24-12 5:04 PM
To: Shannie Duff; jwalsh@mountpearl.ca; Bill Fagan (External); aenglish@townofparadise.ca; daker@mountpearl.ca; Joe Duggan; JMills@stjohns.ca; rSmart@stjohns.ca; rfleming@townofparadise.ca; rfraney@conceptionbaysouth.ca; Chris Milley; Council_group@stjohns.ca; todea@mountpearl.ca
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Subject: Town of Paradise and the Town of Portugal Cove / St. Philip's

For Information:

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The Town of Paradise and the Town of Portugal Cove / St. Philip's will be advising their residents through messages on their web sites and via radio announcements of the request to restrict water use due to these system maintenance issues.

For the Regional Water Committee's information, there is presently approximately ten feet more water in Bay Bulls Big Pond than at the same time of year in 2009. The current pond level is only 1.5 feet below the 2011 level. Attached for information, is a copy of this week's water level chart for Bay Bulls Big Pond.

Walt

[Please click here for The Town of Portugal Cove-St. Philip's email Disclaimer](#)



FW: Town of Paradise and the Town of Portugal Cove / St. Philip's
Clarence Myers to: Terry Knee

2012/09/04 01:09 PM

History:

This message has been replied to.

Hi Terry.

As per Ron's E-Mail can you give us a status update. Do the same situation exist? If it does when will it be changed back?

Thanks
Clarence

Clarence Myers, C.E.T.
Foreman, Environmental Services
28 McNamara Drive
Paradise NL, Canada
A1L 0A6

T: 709-782-3529

F: 709-782-3106

E: cmyers@townofparadise.ca

From: Ron Fleming

Sent: Tuesday, September 04, 2012 9:37 AM

To: Clarence Myers

Cc: Leon MacIsaac

Subject: FW: Town of Paradise and the Town of Portugal Cove / St. Philip's

Clarence,

Please check with Terry and see if they have gotten any words from Mount Pearl regarding the tank on Kenmount Terrance and why the suction was changed.

Thanks
Ron

Ron Fleming, CET

Director of Public Works & Engineering

Town of Paradise

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Walt

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Municipal Plan Review
Terry Knee to: Walt Mills
Cc: Andrew Niblock

2012/10/09 08:14 AM

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The study referenced in the last section of the Municipal Plan Review that a study was completed in 1996, this is a 16 year old document and probably should be looked at again. What has occurred since 1996 in terms of harvesting already done and changes to the watershed management best practices?

Regards

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From: Walt Mills/CSJ
To: IvyStone@gov.nl.ca
Cc: Robert F Smart/CSJ@CSJ, Terry Knee/CSJ@CSJ, Andrew Niblock/CSJ@CSJ, rpizzo@gov.nl.ca
Date: 2011/12/20 09:15 AM
Subject: District 1
Crown Proposed Five Year Operating Plan (2012-2016)

Ms. Stone,

District 1
Crown Proposed Five Year Operating Plan (2012-2016)

We have reviewed the proposed Five Year Operating Plan for District 1. The following comments are provided.

- 1. Domestic Cutting Area E - 7D**
Shoal Bay Road
- 2. Harvesting Area E - 4C**
Yankees Gully
Mapsheet Reference 1N/7

Both of these cutting areas, domestic and commercial, are located in the same area.

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The City requests that no cutting be permitted in this area.

4. Harvesting Area E - 1C Petty Harbour Long Pond Mapsheet Reference 1N/7

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We would be pleased to meet with you to discuss our concerns if you wish.

Walt Mills, P.Eng.
Director of Engineering

From: Aggi Westcott/CSJ
To: Walt Mills/CSJ@CSJ
Date: 2011/11/28 03:47 PM
Subject: Fw: District 1 - Crown 5 Year Operating Plan (2012-2016)

Aggi Westcott
Manager - Administrative Services
Departments of Engineering and Planning
Tel: (709) 576-8379
Fax: (709) 576-8568

----- Forwarded by Aggi Westcott/CSJ on 2011/11/28 03:47 PM -----

From: "Stone, Ivy" <IvyStone@gov.nl.ca>
To: <engineering@stjohns.ca>
Date: 2011/11/28 03:46 PM
Subject: FW: District 1 - Crown 5 Year Operating Plan (2012-2016)

From: Stone, Ivy
Sent: Monday, November 28, 2011 3:29 PM
Subject: District 1 - Crown 5 Year Operating Plan (2012-2016)

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[Forest Management District 1: Crown Five-Year Operating Plan \(2012-2016\) | Environment and Conservation](#)

Please note that the deadline for public comments on this Operating Plan is **December 21, 2011**. As some forestry activities may occur within protected, unprotected and/or potential water supply areas, you are encouraged to review this plan as required. Please note that hard copies of this Operating Plan have been mailed to Regional Economic Development Boards in Placentia, Carbonear, St. John's and Trepassay. In addition, hard copies have also been mailed to the following towns and municipalities: Whitbourne, Placentia, Conception Bay South, Witless Bay, Holyrood, St. Mary's, Bay Roberts, St. John's and Mt. Carmel.

Please let me know if you have any questions on this email.

Ivy Stone
Environmental Scientist
Environmental Assessment Division
Department of Environment and Conservation
P.O. Box 8700
4th Floor West Block, Confederation Bldg.
St. John's NL Canada A1B 4J6
tel. 709-729-0090 / fax. 709-729-5518
ivystone@gov.nl.ca

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P.O. Box 908, St. John's, NL, A1C 5M2
Tel: (709) 745 1870 Fax: (709) 745 0935
Email: tknee@stjohns.ca

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To: IvyStone@gov.nl.ca
Cc: Robert F Smart/CSJ@CSJ, Terry Knee/CSJ@CSJ, Andrew Niblock/CSJ@CSJ, rpizzo@gov.nl.ca
Date: 2011/12/20 09:15 AM
Subject: District 1
Crown Proposed Five Year Operating Plan (2012-2016)

Ms. Stone,

**District 1
Crown Proposed Five Year Operating Plan (2012-2016)**

We have reviewed the proposed Five Year Operating Plan for District 1. The following comments are provided.

**1. Domestic Cutting Area E - 7D
Shoal Bay Road**

**2. Harvesting Area E - 4C
Yankees Gully
Mapsheet Reference 1N/7**

Both of these cutting areas, domestic and commercial, are located in the same area.

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**3. Domestic Cutting Area E - 4D
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This proposed cutting area is located completely within the Thomas Pond Watershed. This watershed is being protected for future use as a watershed that will provide source water to the western portion of the region when demand requires it.

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Director of Engineering

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2011/11/28 03:47:39 PM



Re: Municipal Plan Review 
Andrew Niblock to: Walt Mills
Cc: Terry Knee

2012/10/09 09:28 AM

I agree as well.

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Manager - Windsor Lake WTP
St. John's, NL

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M: (709) 693-8421
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2011/11/28 03:47:39 PM



4X4
Terry Knee to: Walt Mills

2012/11/28 02:02 PM

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Richard,

Thanks for the comments.

The Regional Water System encompasses areas from Bay Bulls Big Pond to Conception Bay South, Town of Paradise, Town of Portugal Cove-St Phillips and the City of Mount Pearl.

The safety concern that is driving this request is from a public safety point of view. In our Water Quality Emergency Response Communication Plan we have identified and listed eight (8) staff members who have their own personal 4X4 vehicles and can be called on to bring themselves and possibly other staff members to the Treatment Plant in adverse or emergency situations. They are all familiar with operation of 4 wheel drive vehicles.

During the last storm "Leslie" we lost power and communications to our reservoirs and some of our pump stations. Staff had to visit these sites that are outside the City of St. John's and operate by hand based on gauge readings and manual measurements of levels to ensure potable and fire flow water was available.

We have approximately 80 chambers and 25 km of transmission located off the main roads and in other municipalities.

Last winter we had 3 water main breaks that we had to carry equipment to the excavation site because of ice conditions.

This is the case in every storm especially in winter during ice storms heavy snow etc. When we need to go to Conception Bay South, Paradise, or Portugal Cove St. Phillips to bring equipment and staff to operate these remote sites a 4X4 would give us better response time.

When we need access to these sites we need it immediately or at the least amount of time possible. Even fire emergencies would not be as high a priority as running out of water to provide fire protection.

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Re: 4X4 
Walt Mills to: Terry Knee

2012/11/28 03:22 PM

Terry,

Your proposed response looks fine.

Walt

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MEMORANDUM

Department of Engineering and Planning

May 16, 2003

Memorandum to: Chairperson and Members
Regional Water Services Committee

R-3
T-1

He
h

Re: Request from Town of Portugal Cove-St. Philips
to Connect the Portugal Cove Portion to the
St. John's Regional Water System

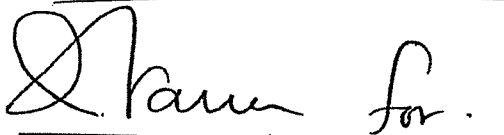
The Town of St. Philips has always been part of St. John's Regional Water System development. As the Committee is aware the Town was amalgamated with Portugal Cove. Portugal Cove has had a serious problem with its water supply for several years both water quality and quantity.

The Regional Water Services Committee had representation in 2002 from the Town to connect the Portugal Cove portion to the Regional Water System. At that time, there was no commitment for funding the Conception Bay South and Paradise reservoirs. They are an integral part of the reliable supply of potable water to the St. John's Regional System. The Committee did not want to add Portugal Cove at that time because of the demand put on the system during the summer months and the problem with meeting this demand due to lack of adequate reservoir storage.

Funding has been provided for the new reservoirs in Conception Bay South and Paradise. They are presently being designed and construction is expected to start in 2003.

The present population of serviced areas in Portugal Cove is 1,463. Based on their municipal plan, it is anticipated that the ultimate population of all areas will be 3,088 over the next 20 years.

It is recommended that the Committee now approve the connection of Portugal Cove serviced area to the St. John's Regional Water System. This recommendation would be for the existing serviced area only and no new subdivisions or new developments would be permitted to connect to the St. John's Regional System with the exception of infill developments along existing serviced streets. It is further recommended that the issue of new development connections to the water system be reviewed once the new reservoirs have been constructed and are in operation.



Art Cheeseman, P. Eng.
Associate Commissioner/
Director of Engineering and Planning

AC/aw

Encl.

May 12, 2009

Ms. Geralyn Lynch, MCIP
Town Planner
Town of Portugal Cove-St. Philips
1119 Thorburn Road
Portugal Cove-St. Philips, NL A1M 1T6
FAX 895-3780

Dear Ms. Lynch:

**Re: Town of Portugal Cove-St. Philips-Development Regulations Amendment Number 36, 2008
And St. John's Urban Region Regional Plan Amendment Number 2, 2009**

Thank you for your referral dated April 30, 2009 regarding the above noted amendments.

The referral notes that the purpose of the amendment is to rezone an area of land along Portugal Cove Road from "Development Scheme Area # 5" to "Residential Medium Density". The amendment will allow for the development of a fully-serviced residential subdivision with approximately thirty-six (36) building lots. The Regional Plan amendment is proposed to re-designate the same area of land along Portugal Cove Road from "Rural" to "Urban Development".

The referral also notes that the proposed residential development is to be developed in three phases- Phases I will allow for the development of eleven (11) lots and incorporate an existing dwelling and will provide a temporary turning circle near the end of lots numbers 7 and 11 while Phases II and III will involve the remaining lots. I understand that Phase I is zoned as "Development Scheme Area # 5" while Phases II and III are presently zoned as "Agriculture".

City staff have reviewed the proposed amendments. The City of St. John's has no concerns respecting the area under Phase I proposed for rezoning to "Residential Medium Density" as this proposed rezoning is in keeping with the agreement made between the City and Town in 2003 to connect the Portugal Cove side of the Town to the Regional Water System by extending the transmission main from the reservoir in St. Philips down Broad Cove Road to Portugal Cove itself. The Regional Water System was designed only to service areas zoned in 2003 for development under the Town's Zoning Plan. Phase 1 of the proposed residential subdivision can be serviced under the Regional Water System.

Please note however, that the City does not support any future proposed amendments to the Town of Portugal Cove-St. Philips' Municipal Plan and Development Regulations nor any proposed future amendments to the St. John's Urban Region Regional Plan to rezone lands for future serviced development, including residential development, for lands in the Town which are presently located in the St. John's Agriculture Development Area and which are zoned as "Agriculture" under the Town's Development Regulations. The City has deep concerns that a significant portion of the area in the Town proposed for deletion from the boundaries of the Agriculture Development Area borders on the water transmission line and if there is a proposal to service these lands using the Regional Water System, there will be a negative impact on the Regional Water System. A future proposed development of lands presently in the Agriculture Development Area is contrary to the basis under which it was agreed to supply water to the Town from the Regional Water System.

It is the City's recommendation that the amendment maps for the Town of Portugal Cove-St. Philips Development Regulations Amendment Number 36, 2008 and St. John's Urban Region Regional Plan Amendment Number 2, 2009 should delete all references to road extensions and proposed building lots for any areas of the subject property at Portugal Cove Road which are beyond the limits of Phase 1 and which are presently zoned as "Agriculture" under the Town of Portugal Cove-St. Philips Development Regulations and further, that the residential subdivision should be shown on the amendment maps as ending in a cul-de-sac at the limits of the property that is presently zoned as "Development Scheme Area # 5".

Yours truly,

Cliff Johnston, MCIP
Director of Planning

CJ/gml

pc Ron Penney, LL.B., Chief Commissioner & City Solicitor
Art Cheeseman, P.Eng., Associate Commissioner/Director of Engineering
Corrie Davis, MCIP, Manager of Land Use Planning, Department of Municipal Affairs

A meeting of the Regional Water Services Committee was held on Friday, April 29, 2011, at 12 noon in Conference Room A, 4th Floor, City Hall.

In Attendance:

City of St. John's

Deputy Mayor Shannie Duff, Co-Chair
Councillor Tom Hann
Mr. Walt Mills, Director of Engineering
Mr. Bob Bishop, Director of Finance & City Treasurer
Mr. Terry Knee, Manager – Regional Water System
Mr. Jason Silver, City Internal Auditor
Ms. Kelly Butler, Recording Secretary

City of Mount Pearl

Mr. Scott Lush, Director of Infrastructure and Public Works

Town of Paradise

Mr. Ron Fleming, Director of Public Works & Engineering

Town of Conception Bay South

Councillor Stephen Tessier
Mr. Darren Hayward, Department of Public Works

Town of Portugal Cove-St. Philips

Mayor Bill Fagan
Councillor Joe Duggan
Mr. Chris Milley, Town Manager

Deputy Mayor Duff called the meeting to order.

Adoption of the Agenda

The agenda was adopted as presented on motion of Councillor Duggan; seconded by Councillor Hann.

Adoption of the Minutes

The minutes of the meeting held on February 4, 2011, were adopted as presented on motion of Councillor Tessier; seconded by Councillor Hann.

Delegation – Representatives from the Idea Factory re: Regional Water System Communications Strategy – Branding Options

The Committee reviewed a presentation by Carolyn Chaplin and Renee Fancy of the Idea Factory regarding branding options for the Regional Water System's Communications Strategy.

The branding options were as follows:

- Save a drop.ca (two versions of fonts/styles)
- My water matters.ca (two versions of fonts/styles)

- Be a water champion.ca (this would be used for a school education program in tandem with either of the two brand options)

A brief discussion ensued regarding the Committee's choice of brand, with it being noted that the "Be a Water Champion" option would be better used for educational purposes rather than being used in tandem with a main brand as it could be confusing for people.

Following the discussion, the Committee agreed with using the "Save A Drop.ca" brand for the communications strategy.

- Direct Mailing

The Committee also discussed the method that would be used to deliver the conservation message to residents. Ms. Chaplin advised that the direct mail piece could be done as a template which would be provided to each municipality who would then fill in their own content. There would also be a micro-website which people could access, and it would contain links to each of the municipal websites. Councillor Tessier suggested that given the message is about conservation, it would make more sense to send out the message electronically rather than sending out paper. Ms. Chaplin noted that the same issue arose in relation to the City's recycling campaign, and in order to address that concern, the message was printed on recycled paper.

Concern was expressed about the cost of direct mailing for approximately 70,000 + households, with it being suggested that it would be more cost effective to send out the message electronically and do radio advertising instead. It was noted the municipalities send out material to their citizens on a regular basis, and the conservation message could be included as well, which would cut down the cost of a mail out. It was also noted that the conservation message could be included in the various community newspapers/newsletters for little or no cost.

At the conclusion of the discussion, the Committee agreed that the conservation message would be provided as a template to each municipality who would then be responsible for filling in the content and sending it out to its residents.

- Website Content

Ms. Chaplin provide the Committee with the proposed content for the website (saveadrop.ca), which will contain various water conservation tips provided by each municipality; industry tips for water conservation; information on the regional water system; information on industry partners and information sources; and links to each municipal website. If there is a need for a water ban, the website will be updated with that information. It was suggested that the website should also contain information about water conservation in the workplace.

Ms. Chaplin also provided updated cost figures for the website. The cost for the website with no content management system access (the Idea Factory would be responsible for updating the website once or twice per year) is \$3500. Minor changes to the site would cost between \$100-\$200 each. The cost for the website with a content management system (with a City representative responsible for content updates) is \$8625.

The Committee agreed to have the website with no content management system at a cost of \$3500. Changes to the website would be done annually or semi-annually by the Idea Factory.

Ms. Chaplin indicated that she would put together some content for the website and bring a mock up back for the Committee to review.

- Media Strategy

Councillor Hann inquired about the need for a media strategy. Ms. Chaplin indicated that the Idea Factory does require some direction from the Committee on this matter. The Director of Engineering indicated that given the current data on water levels, it does not appear that there will be a need for a water ban this year. However, he cautioned that conditions could change at any time.

The Committee debated the pros and cons of having a media strategy prepared with it being noted that while it appears there will not be a need for a water ban, it might be a good idea to have a strategy in place as a contingency. Even if it does not become necessary this year, the strategy can still be used in the future. The Director of Engineering advised that if it does become necessary to institute a water ban, it will become evident at least two weeks before a ban would be necessary. It was suggested that the media strategy should also have an educational component as schools and educational institutions are learning environments, and children are more apt to bring the message home to their parents to be more conscious about water conservation. Deputy Mayor Duff indicated that while this was a good point, it would be more costly to expand the media strategy to include an educational component at this point. However, it is certainly something that can be considered for the future.

Members of the Committee also discussed the need for better water conservation by large commercial users, with it being noted that many commercial businesses use much more water than they actually need. It was suggested that conservation would more of a priority for commercial entities if they had to pay for what they actually use. The Director of Engineering advised that commercial properties in the City are currently metered and are billed for whatever water they use.

Following the discussion, the Committee agreed that the Idea Factory be asked to develop a strategy for residential conservation/water ban as a first step and then develop the industry component at a later time as a secondary component of the media strategy.

Update – Water Levels at Bay Bulls Big Pond

The Committee reviewed a graph of the water levels at Bay Bulls Big Pond as of April 18, 2011. The Director of Engineering advised that the pond level is approximately 2.5 feet higher than it was during the same time last year, and 5.5 feet higher than the same period in 2009 when there was a water ban.

Mr. Fleming inquired about if there was any update on an agreement with Newfoundland Power regarding the operation of the dam at Bay Bulls Big Pond. The Director of Engineering advised

that Newfoundland Power had a risk assessment carried out on the dam, and it is considered to be a high risk dam. Consequently, these types of dams have to maintain a certain level of freeboard. The freeboard level determined for the BBBP dam is 3 feet below the crest of the dam. Newfoundland Power has agreed to main the water at this level. If that level is maintained, there should be adequate supply for the system’s users.

Bay Bulls Bid Pond Water Treatment Plant CP-2DAF Plant – Funding Update

The Committee considered a memorandum dated April 21, 2011, from the Director of Engineering regarding the above noted matter. The Director of Engineering advised that the information is provided as per Deputy Mayor English’s request at the Committee’s last meeting.

The following table provides information on what the impact on cost-sharing would have been with the new October 31, 2011, deadline for Infrastructure Stimulus Program funding had there been no issue arise with respect to concrete quality:

Scenario	Funding Deadline	Concrete Status	Unspent Funding (millions)		
			Federal	Provincial	Total
1	March 31, 2011	Acceptable	\$3.1	\$3.5	\$6.6
2	October 31, 2011	Unacceptable	\$4.2	\$4.8	\$9.0
3A	October 31, 2011	Acceptable	\$0	\$0	\$0
3B	October 31, 2011	Acceptable	\$1.0	\$1.1	\$2.1

Scenario 3A and 3B in the table show that it is estimated that between 0 and \$2.1 million of cost-shared funding would not have been spent at the Bay Bulls Big Pond project by the October 31st deadline had the concrete quality issue not developed. If only the federal portion is considered, then between \$0 and \$1.0 million of cost-shared funding would not have been spent by the new deadline had the issue not developed. The two scenarios show a range of \$0 to \$2.1 million because the project consultants estimate that between \$32 million and \$35 million would have been spent by October 31st had the concrete quality issue not developed.

The Director of Engineering advised that there is an indication that the Province may be willing to honour its cost-shared funding commitment even if the Federal Government does not. However, this has not yet been confirmed.

Correspondence to the Federal Government Requesting an Extension to the Stimulus Funding Deadline

The Committee considered as information a letter dated February 14, 2011, from Mayors O’Keefe, Simms, French, Wiseman and Fagan to Minister Chuck Strahl regarding the above noted matter.

The Director of Engineering advised that he had hoped to have a response to the letter for this meeting, however, nothing has been forthcoming to date.

Correspondence from the Provincial Government Supporting the Request for an Extension to the Stimulus Funding Deadline

The Committee considered as information a letter dated March 23, 2011, from the Minister of Municipal Affairs to Minister Chuck Strahl outlining the Province's support for the Regional Water Committee's request for an extension to the stimulus funding deadline.

In response to an inquiry about the current status of the DAF Plant project, the Director of Engineering advised that the demolition of the inferior concrete has been completed and the contractor has started the rebuilding process. It is expected that the project will be back to the point it was before the concrete problem was discovered by August of this year.

Councillor Hann inquired about the status of the liability for the concrete issue. The Director of Engineering advised that the contractor has rectified the mistake at no cost to the Regional Water System. However, with respect to liability for the possible loss of Federal funding, he noted that the legal opinion is that there is no case as there was never a legal obligation with the contractor with respect to the Federal funding as it was not written in as a condition of the contract.

NEW BUSINESS

Role of the Regional Water Services Committee

Mr. Milley noted that he had been conducting research, through old committee minutes, the St. John's Regional Plan and the City of St. John's Act and other avenues, to try and determine the role of the Committee. He indicated he was specifically seeking information on the Committee's role in terms of new hook ups to the regional system within each municipality. The Director of Engineering indicated that operationally, the City of St. John's owns and operates the Regional Water System. The Regional Water Committee provides policy direction on the operation of the Regional Water System. *(The Recording Secretary will provide Mr. Milley with a copy of the Regional Water Services Committee By-Law.)*

Mr. Milley advised that the Town of Portugal Cove-St. Philips has been granted Provincial and Federal funding to provide services to a road within the Town. The site will have to be rezoned to indicate that it is an area that is serviced. The rezoning will require an amendment to the Town's Municipal Plan. He inquired if the Town is required to request the Regional Water Committee's permission to open up new areas which will be hooked up to the Regional Water Supply. Deputy Mayor Duff indicated that the Minister of Municipal Affairs will determine if the amendments to the Town's Municipal Plan will also require applicable amendments to the Regional Plan. If the amendments to the Regional Plan are required, the Minister of Municipal Affairs will request that the Town circulate copies of its proposed amendments to all applicable municipalities on the Northeast Avalon. She noted that the Regional Water Committee is just an operational body in terms of existing water and how it is distributed to municipalities. It is operated as a user-pay system. However, the larger issue of land use, development and the adequacy of the water supply is more of a planning issue, and it is something that needs to be dealt with within the Regional Plan.

Councillor Duggan inquired if there was a signed agreement between the Town of Portugal Cove-St. Philips and the Regional Water Services Committee for the supply of water to the

Town. The Director of Engineering indicated that he was unaware if such an agreement existed, however, he would look into the matter and advise Councillor Duggan accordingly.

Adjournment

There being no further business, the meeting adjourned at 1:10 p.m.

Deputy Mayor Shannie Duff
Co-Chair

A meeting of the Regional Water Committee was held on Friday, July 20, 2012 at 12 noon at Conference Room A – 4th floor, St. John’s City Hall.

In Attendance:

City of St. John’s

Deputy Mayor Shannie Duff, Co-Chair
Mr. Walt Mills, Director of Engineering
Mr. Terry Knee, Manager – Regional Water System
Mr. Sean Janes, City Internal Auditor
Ms. Maureen Harvey, Recording Secretary

City of Mount Pearl

Councillor Dave Aker
Ms. Tina O’Dea, Manager of Engineering

Town of Paradise

Deputy Mayor Allan English
Mr. Rod Cumby, Chief Administrative Officer
Mr. Ron Fleming, Director of Public Works

Town of Conception Bay South

Councillor Bev Rowe
Mr. Ron Franey, Director of Public Works

Town of Portugal Cove-St. Philips

Mayor Bill Fagan
Councillor Joe Duggan
Mr. Chris Milley, Town Manager
Mr. Barry Smith, Director of Public Works

Deputy Mayor Duff called the meeting to order.

Adoption of the Agenda

With the addition of a policy on inclusion of the media at meetings of the Regional Water Committee, the agenda was adopted as presented on motion made by Councillor Duggan and seconded by Deputy Mayor English.

Adoption of the Minutes

The minutes of the meeting held on May 8, 2012, 2012, were adopted as presented on motion of Deputy Mayor English; seconded by Councillor Aker.

Inclusion of Media at Meetings of the Regional Water Committee

Chairperson Duff advised the Committee that she has had a request from NTV to attend today's meeting. She noted it had not been practice to have the media attend such meetings in the past, however, suggested the Committee should decide.

On a motion by Councillor Duggan; seconded by Deputy Mayor English it was agreed that the Regional Water Committee retain its existing practice of excluding media from meetings.

Business Arising

a. Bay Bulls Big Pond Water Level – Update

The Committee reviewed a graph identifying the water levels at BBBP. It was noted that the water levels are on par with levels the same time in summer 2011 even though there was significantly more rain in 2011 than in 2012. In terms of water usage it was also noted, that typically more water is used during summer periods as a result of warm weather activities.

Deputy Mayor Duff clarified that while there may be an impression that because the City of St. John's will soon have the Petty Harbour Long Pond Water Treatment Plant in full operation, the City will still be a significant user of the Bay Bulls Big Pond Treatment system.

New Business

a. Town of Portugal Cove – St. Philip's (PC-SP) Proposed Municipal Plan Amendments Nos. 19 and 20

Mayor Fagan acknowledged the memorandum from the Director of Engineering dated July 18, 2012 with respect to a request from the Town of PC-SP regarding Amendment Nos. 19 and 20 to the PCSP Municipal Plan, but indicated the issue at hand really has a much larger impact on development in the Town PCSP.

Mayor Fagan indicated that essentially the Department of Municipal Affairs is deferring release of the PCSP Municipal Plan as the Department needs confirmation that the Town's water supply is sufficient to sustain any further development in the Town (not just those related to Amendment Nos. 19 and 20).

The Director of Engineering indicated that it was his understanding that the only development areas in question were those related to the above-noted amendments and as such his memorandum did not include any proposed development beyond those outlined in the proposed amendments.

The Committee reviewed the two issues:

A. Amendments Nos. 19 and 20

The purpose of proposed Amendment No. 19 is to change the existing land use designation from Rural to Rural Residential to permit the development of a twenty (20) lot semi-serviced residential subdivision on land fronting on Old Broad Cove Road.

The purpose of proposed Amendment No. 20 is to change the existing land use designation from Rural to Rural Residential to permit the development of a thirty-three (33) lot semi-serviced residential subdivision, also on land fronting on Old Broad Cove Road.

In relation to these two proposed amendments, the Director of Engineering stated there are essentially two issues to be considered as part of a due diligence process:

1. the issue of the ability of the Regional Water System to provide the additional volume of water to satisfy the potential demand should be reviewed, and
2. the issue of the ability of the existing conveyance and storage facilities, including pumping systems, to accommodate the potential additional demand should also be reviewed.

The Committee also reviewed a copy of a letter of May 16, 2003 to the Committee from Mr. Art Cheeseman, former Director of Engineering and Planning for the City of St. John's. Mr. Cheeseman's letter deals with the initial request to provide water service from the Regional Water System to the Portugal Cove side of the Town of PC-SP.

As can be seen from the last paragraph of Mr. Cheeseman's letter, it was recommended at the time that the connection of the then serviced area of Portugal Cove be approved with the condition that the recommendation would apply only to the then existing serviced area of Portugal Cove and that "no new subdivisions or new developments would be permitted to connect to the St. John's Regional System with the exception of infill developments along existing serviced streets. It is further recommended that the issue of new development connections to the water system be reviewed once the new reservoirs have been constructed and are in operation" (emphasis added).

While the Director of Engineering advised he is not able to find any indication through file review that the review that was recommended when the initial connection to Portugal Cove was approved was ever undertaken, representatives from the Town of PCSP stated that this letter was written prior to the Town of Portugal Cove amalgamating with the Town of St. Philips and as such, the letter is now of little value or meaning.

B. Being able to satisfy the Department of Municipal Affairs re: Town of PCSP Municipal Plan

As the broader issue (i.e. delay in activating the Town of PCSP Municipal Plan) is of greater concern, the Committee discussed the matter giving due consideration to the capability of the Regional Water System to accommodate development in the Town of PCSP.

Discussion concluded with acknowledgement that , it would have to be determined if the existing transmission system and reservoirs in Paradise and St. Philip's, including pumping systems, are able to accommodate additional development in the Town of of PC-SP. The existing mains, reservoirs or pumping systems may not be large enough and infrastructure improvements may be required.

The Director of Engineering also advised that staff of the Regional Water System have recently become aware of an operational situation concerning the pumps which supply the Camrose Reservoir in the Town of Paradise and are investigating the issue with the Town. The Donna Road Pump Station in the Town of Paradise draws water from the same water main that feeds the Camrose Reservoir. Water supply to the Town of PC-SP would also be through the Camrose Reservoir. It appears that under certain circumstances when the pumps supplying water to the Camrose Reservoir activate, there is limited water available to the Donna Road Pump Station to supply its service area. Adding additional demand to the Camrose Reservoir at this time may be problematic.

Discussion concluded with agreement as follows:

- a. Given the influx of development in the region and the age of existing infrastructure , the committee approved the preparation of regional study to review the transmission infrastructure that will ensure quality service delivery of water to the partnering municipalities. A proposed terms of reference and cost estimates to be presented at the September 2012 meeting of the Regional Water Services Committee.**
- b. Amendments Nos. 19 and 20 - approval of these amendments which will allow for development of approximately 53 homes. This approval is not conditional upon completion of a regional study as stated above.**
- c. The Committee to send (once confirmed by members of the Regional Water Committee), a letter to the Department of Municipal Affairs to include the following:**
 - i. Assure the Department that Bay Bulls Big Pond has an adequate water supply to service all partnering municipalities governed by the Regional Water Services Committee. The only concern is that of infrastructure required to transfer water from BBBP to the municipalities. To this end, the Regional Committee has commissioned a study.**
 - ii. Based on the foregoing, the Committee recommends the Municipal Plan for the Town of Portugal Cove St. Philips move forward. To this end, technical staff of the**

Regional Water Services Committee along with representatives of the Town of Portugal Cove St. Philips request a meeting with officials of the Department of Municipal Affairs to identify/address any other concerns with respect to servicing as it relates to the Municipal Plan.

Adjournment

There being no further business, the meeting adjourned at 1:10 p.m.

Deputy Mayor Shannie Duff
Co-Chair

MINUTES OF MEETING

**Regional Water Committee
Friday, May 24, 2013 at 12:00 noon
Conference Room A, 4th Floor, City Hall**

1. CALL TO ORDER

In Attendance:

City of St. John's:

Deputy Mayor Shannie Duff, Chairperson
Mr. Paul Mackey, Deputy City Manager, Public Works
Mr. Walt Mills, Director, Engineering
Mr. Robert Bishop, Deputy City Manager, Financial Planning
Mr. Paul Mackey, Deputy City Manager, Public Works
Mr. Terry Knee, Manager, Regional Water System
Ms. Diane Winsor, Director, Human Resources
Ms. Sandy Abbott, Recording Secretary

City of Mount Pearl:

Councillor John Walsh
Councillor Dave Aker
Ms. Tina O'Dea, Manager of Engineering Services

Town of Conception Bay South

Jennifer Manuel, Director of Engineering and Public Works

Town of Paradise:

Deputy Mayor Allan English
Ms. Vanessa Barry, Manager of Engineering Services

Town of Portugal Cove-St. Philips

Mayor Bill Fagan
Mr. Chris Milley, Town Manager

2. ADOPTION OF THE AGENDA

The Agenda was adopted as presented.

Moved by John Walsh; seconded by Bill Fagan. **Motion Carried.**

3. ADOPTION OF THE MINUTES

The Minutes of the meeting held on December 5, 2012 were adopted as presented.

Moved by John Walsh; seconded by Bill Fagan. **Motion Carried.**

4. BUSINESS ARISING:

a. Update on Water Level

Terry Knee provided an update to the Committee. There have been some improvements in pumping capacities, and no predictable water level difficulties are anticipated. We have an informal agreement with NL Power regarding usage of power during periods of peak demand. There was some discussion around seeking a formalized agreement with NL Power to protect our interests. Deputy Mayor Duff suggested that perhaps someone from the Legal Department could attend our next meeting to discuss the ramifications of having a formal legal agreement.

Moved by John Walsh; seconded by Bill Fagan: To request that the City pursue a more formalized agreement with NL Power with regards to the water levels at Bay Bulls Big Pond. **Motion Carried.**

b. 2013 Media Campaign

The Committee considered a memorandum from the Director of Engineering dated May 16, 2013. This is the same level of media as was used last year. The Idea Factory has also recommended adding billboard signs, but staff did not agree. The campaign and graphics can be shared with each municipality who can then make minor changes to suit their own needs.

Moved by John Walsh; seconded by John Aker: To run the same media campaign as in 2012 without using billboards. **Motion Carried.**

c. Bay Bulls Big Pond CP#2 DAF Project Update

The Committee considered a memorandum from the Manager, Regional Water System, dated May 6, 2013. The present contract is 92.2% complete, and the contract is only 1.2% over budget. It is estimated that the project should be completed by Fall 2013.

d. Update on Bay Bulls Big Pond CP#4

The Committee considered a memorandum from the Manager, Regional Water System dated May 6, 2013. Part of the scope of work was to locate new ozone equipment into the building. There have been some issues as the ozone equipment has been running at very high capacity. The Committee discussed using other technologies such as ultraviolet radiation. This may increase our capital cost but should provide a cost saving in the long run compared to using the ozone equipment. A technical memorandum addressing this should be available by June 2013 and will be brought to the next meeting for information and recommendation.

e. Regional Study – Draft Terms of Reference

The Committee considered a memorandum from the Director of Engineering dated May 16, 2013. The Committee had previously agreed to have an assessment study undertaken. The consultant will be asked to look at existing infrastructure and develop a management plan for us as well as to identify areas where operation of internal systems in municipalities might be affected. We are also asking that we identify what is and is not part of the regional system.

Moved by Bill Fagan; seconded by Dave Aker: To strike a Technical Subcommittee with representatives from partner municipalities to make a decision on the Terms of Reference for action. **Motion Carried.**

f. Organizational Changes – City of St. John's

The Committee considered a memorandum from the Director of Engineering. A new position of Director, Water and Wastewater, is being created. This position will report to the Deputy City Manager, Public Works. The present Manager at Bay Bulls Big Pond, Mr. Terry Knee, will report to the new Director, Water and Wastewater.

5. OTHER BUSINESS

a. Proposed Amendment to the St. John's Urban Regional Plan – Rural to Urban Development

The Committee considered a letter from the Town of Portugal Cove-St. Philip's dated May 22, 2013. The Town had received a request from Mr. Stephen Jewczyk, Director of Planning and Development, City of Mount Pearl, that the proposed amendment be forwarded to the Regional Water Committee to ensure that there is no negative effect or adverse implications on the regional water system. The Town of Portugal Cove-St. Philip's will inform Mr. Jewczyk that the amendment was forwarded to our Committee for information only.

b. Capital Reserve Replacement Fund

The Director of Engineering suggested that a Capital Reserve Replacement Fund should be established to build up a reserve for maintenance and equipment.

Moved by Walt Mills; seconded by Dave Aker: To do an analysis of our maintenance needs and have the Technical Subcommittee report to the Committee with a recommendation of how to proceed with this issue and the amount required in a capital reserve fund. **Motion Carried.**

c. Retirement – Walt Mills, Director of Engineering

The Deputy Mayor thanked Mr. Mills for his hard work, openness and accessibility. She noted that his level of communication was outstanding. Mr. Mills thanked the Committee and also acknowledged Mr. Terry Knee's contribution and assistance.

6. ADJOURNMENT

There being no further business, the meeting adjourned at 1:00 pm.

Deputy Mayor Shannie Duff
Chairperson