

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, JANUARY 12, 2009

PRESENT: Nat Hutchings, Sam Stack, Jerry Hearn, Randy Burton, Richard Clements, Noreen Costello

ABSENT: David Doyle

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:00 pm. Mayor Hutchings extended New Year's wishes to everyone in chambers.
2		Council agreed to make the following amendments to the agenda: (1) Kirkland Report; (2) Keith Hutchings
3		Minutes of December 15, 2008 were read. There were no errors or omissions. Motion #1 Randy Burton/Sam Stack Proposed minutes of December 15, 2008 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
4		#7 A decision on the reclassification of Edward Maher will be made at the next meeting.
5		#9 A letter has been sent to James Kieley agreeing to allow him to hook up to the electricity outlet on the North Side Beach on the condition that Mr. Kieley signs a waiver dissolving the Town of any responsibility to Mr. Kieley while using this outlet.
6		#11 A letter has been sent to the Harbour Authority requesting notification from them if they have any concerns with the application for Sam Everard to build a shed on the North Side wharf.
7		#13 Having a separate ballot for Mayor for the 2009 Municipal Elections will be discussed at the next meeting.
8		#14 Will know by mid next week if CIBC has approved the towns request to increase their operating line to credit from \$65,000 to \$100,000 to be effective until April 15, 2009.
9		#16 Noreen will follow up with Leanne Surrect, NF Power asking if they would be interested in being a corporate sponsor to supply a santa sleigh.
10		#20 Will follow up with Department of Municipal Affairs with respect to receiving approval to borrow to purchase a garbage truck.
	TONIGHT'S AGENDA	

11		<p>A letter from Angela Chafe requesting approval to operate the post office at 11 Main Road, Petty Harbour.</p> <p>Motion #2 Jerry Hearn/Randy Burton</p> <p>Proposed to approve the operation of the post office at 11 Main Road, Petty Harbour. Furthermore, as this will be a private business, snowclearing will be the responsibility of the owner. All in favor, motion carried.</p>
12		<p>Motion #3 Richard Clements/Randy Burton</p> <p>Proposed snowclearing at the old post lane will be discontinued at the end of the business day on Wednesday, January 14, 2009. All in favor, motion carried.</p>
13		<p>Application from Angela Chafe to construct a building to operate a post office at 11 Main Road, Petty Harbour.</p> <p>Motion #4 Richard Clements/Jerry Hearn</p> <p>Proposed to approve the application for Angela Chafe to construct a building to operate a post office at 11 Main Road, Petty Harbour subject to the approval and inspection of the Inspections and Development Committee and Jackie/Eddie and also approval from Department of Environment and Conservation as this is designated as a flood zone area. All in favor, motion carried.</p>
14		<p>NEAJC meeting will be held in Petty Harbour on January 21st. Minister Diane Whalen will be in attendance. Jerry will organize the social after the meeting.</p>
15		<p>Siobhan Coady will meet with Council on January 21st at 3:00 pm at the town office.</p>
16		<p>There was some discussion on the usage of cell phones by staff. Council agreed that cell phones are to be used only for work related matters and/or emergencies. However, staff are permitted to use free cell phone time (evening & weekends), as per the cell phone contract. If the present contract changes, free cell phone usage may change. To be noted that if any personal calls, over and above, the allocated free time conditions will be the responsibility of staff. A copy of the cell phone bill will be given to staff each month. Nat will discuss this issue with Jackie and Eddie.</p>
17		<p>Motion #5 Jerry Hearn/Sam Stack</p> <p>If requested, staff will have the option to obtain one week holiday pay in lieu of annual leave. This is not to exceed one week. All in favor, motion carried.</p>
18		<p>Memorandum from Randy Dillon, Director of Engineering and Land Use Planning concerning the 2009/2010 expenditure forecast for the Canada/Newfoundland & Labrador Infrastructure programs requesting an estimate of proposed expenditures to march 31, 2009, projected carryovers into the 2009/2010-2010/2011 fiscal years, projected final cost of the project, expected completion date and any projected surplus for each project. Will follow up with Robin Summers to provide this information.</p>
19		<p>A letter from Scott Stirling, President and CEO, Newfoundland Broadcasting Company requesting support in their application for renewal of their licence which is to be submitted to the CRTC by January 30, 2009. Council is in agreement to send a letter of support to Mr. Stirling supporting their application for renewal of their licence to the CRTC.</p>

20		A letter from concerned residents on the public right of way between Bernard Martin's and Hamlyn Heights pertaining to a ditch dug across the right of way causing water to run across the right of way which is freezing that is causing slippery conditions for people traveling the right of way. Will have Inspections and Development Committee and Jackie inspect the area to find a resolve to the problem.
21		<p>A memorandum from Department of Municipal Affairs regarding the calculation of interest on overdue tax accounts advising of a recent ruling by the Newfoundland & Labrador Court of Appeal with respect to the manner in which municipalities calculate interest on overdue tax accounts. The decision of the Court of Appeal which upheld the Trial Division decision clearly indicates that the Municipalities Act, 1999 does not provide the necessary authority for the imposition of compound interest. If council charges interest on overdue accounts, given this ruling, it is clear that only simple interest can be charged.</p> <p>Motion #6 Sam Stack/Jerry Hearn Proposed that effective immediately simple interest at a rate of 1.5% monthly will be charged on overdue tax accounts. All in favor, motion carried.</p>
22		Sam presented a report from Kirkland, Balsom & Associates on the Bidgood's property which was prepared for the Development Corporation. The current market value for this property is \$74,000.00
23		Nat is setting up a meeting with Keith Hutchings to discuss the approval of the Youth Centre and the MRIF projects.
24		<p>Motion #7 Sam Stack/Jerry Hearn Proposed invoices in the total amount of \$21,367.43 be approved for payment. All in favor, motion carried.</p>
25		<p>Motion #8 Sam Stack/Randy Burton Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:15 pm.</p>

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, JANUARY 26, 2009

PRESENT: Nat Hutchings, Sam Stack, Jerry Hearn, David Doyle, Randy Burton, Richard Clements, Noreen Costello

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:00 pm.
2		Council agreed to make the following amendments to the agenda: (1) Recreation; (2) Maddox Cove; (3) Ice buildup
3		Minutes of January 12, 2009 were read. There were no errors or omissions. Motion #9 Sam Stack/Richard Clements Proposed minutes of January 12, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
4		#2 Nat informed Council he had an email from Keith Hutchings, MHA, stating the Youth Centre is a go. Robin Summers, Mae Design informed Noreen the preliminary work has begun for the Youth Centre and will be tendered on February 28 th .
5		#4 There was some discussion on the reclassification of Edward Maher. Nat, Sam and David will meet with Edward on Friday to discuss the duties and responsibilities of the position.
6		#7 Council agreed to send out a notice asking residents for their opinion on having a separate ballot for Mayor in the upcoming municipal election in September.
7		#8 CIBC has approved the town's request to increase the operating line of credit from \$65,000 to \$100,000 to be effective until April 15, 2009.
8		#10 Noreen will follow up with Department of Municipal on the status of the town's request for approval to borrow to purchase a new garbage truck.
9		#14 The NEAJC meeting went well with the attendance of Minister Diane Whalen.
10		#15 The meeting with Siobhan Coady was cancelled on January 21 st due to the funeral of former councillor Reg Carter. Noreen will follow up with her office to reschedule another meeting.
11		#16 Nat met with Jackie and Eddie to discuss the usage of cell phones.
12		#23 Council met with Keith Hutchings to discuss various that Council has submitted to the government for funding.
	TONIGHT'S AGENDA	

13		Jerry will review the 2008 Summer Drinking Water Quality Report for discussion at the next meeting.
14		<p>A letter from Robin Summers, Mae Design concerning the tendering of road upgrading for Motion Bay Road, Cavelle's Lane and Pack's Lane presenting the following options:</p> <ol style="list-style-type: none"> 1. Discuss with Pyramid Construction and Municipal Affairs the possibility of awarding the pack's Lane portion of the work, in the amount of \$198,113.33 plus HST. Additional funding could be requested for the Cavelle's Lane and Motion Bay Road components which would be tendered when funding is approved. 2. Remove Cavelle's Lane from the scope of work and re-tender the work in March 2009. <p>Council is not in agreement with either of these options. Will notify Robin to re-tender the projects in February. If the tenders come in over \$225,000 (which was originally approved) then Council will go back to Municipal Affairs to seek additional funding to complete these projects.</p>
15		An email from Lee Ann Surette, Newfoundland Power stating in order for Newfoundland Power to consider a sponsorship for a santa sleigh a request would have to be submitted in writing containing the project details and budget to evaluate the request. Richard will get a cost for the next meeting.
16		Tidy Towns will tentatively meet on February 5 th at 7:00 pm.
17		Notice will be sent to residents information on the 2009 Budget.
18		Richard presented a cheque of \$2,000 to Council for the final payment from Recreation on the Kent bill.
19		Richard informed Council Recreation will be holding their AGM on February 15 th at 2:00 pm.
20		Randy stated there is a lot of ice buildup on Motion Bay Road. Will ask Jackie to follow up on this.
21		Sam stated there are other areas in the community that has a lot of ice buildup. Will follow up with Jackie on this.
22		<p>Motion #10 Jerry Hearn/Richard Clements Proposed invoices in the total amount of \$7783.05 be approved for payment. All in favor, motion carried.</p>
	NEW BUSINESS	
23		Richard - There will be a meeting on Thursday, January 29 th to discuss the possibility of forming a senior's group.
24		Sam - Recommended a minute of silence out of respect for former councillor Reg Carter who passed away recently.
25		<p>Motion #11 Jerry Hearn/Randy Burton Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:50 pm.</p>

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, FEBRUARY 9, 2009

PRESENT: Nat Hutchings, Sam Stack, Jerry Hearn, David Doyle, Richard Clements, Noreen Costello

ABSENT: Randy Burton

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:02 pm.
2		Gerard Van Herk, Rachel Deal, Jennifer Thorburn from the MUN Linguistics Department were present to give Council an update on the Petty Harbour Project. They have done 37 interviews, almost all transcribed. They need more interviews to be sure that they cover a range of ages and both men and women. They have not gone ahead with plans to produce a book or booklet for the community partly because they have not finished interviews, partly because their funding has been reduced, and partly because they will need at some point more feedback from the community about what people would like to see in such a book.
3		Council agreed to make the following amendments to the agenda: (1) Sand; (2) Development
4		Minutes of January 26, 2009 were read. There were no errors or omissions. Motion #12 Richard Clements/David Doyle Proposed minutes of January 26, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
5		#5 Nat, Sam and David met with Eddie to discuss his request for reclassification. There was some discussion on his duties and responsibilities and an increase in his salary. Motion #13 Sam Stack/David Doyle Proposed to increase Eddie's salary will increase .50 cents per hour as of March 20, 2008 to February 28, 2009. As of March 1, 2009 Eddie's salary will be increased to \$1.50 per hour. All in favor, motion carried. A revised copy of his duties and responsibilities will be completed in the near future. Retroactive pay will not be paid until April 1, 2009 due to the financial situation of the town at the moment.
6		#6 Council agreed to send out a notice asking residents for their opinion on having a separate ballot for Mayor in the upcoming municipal election in September.
7		#13 Jerry reviewed the 2008 Summer Drinking Water Quality Report and indicated the THM's are 78.6 which are in a reasonable range.

8		#14 Nat spoke with Robin Summers, Mae Design concerning the road upgrading projects which have been approved at \$225,000. These projects will be re tendered on or before February 28, 2009.
9		#15 Richard will have the budget cost to build a santa sleigh for the next meeting.
10		Recreation's AGM will be held on Sunday, February 15 th at 2:00 pm.
11		#20 Will send Barry Hearn a letter requesting he stop taking sand from the sandboxes on Big Hill. If there is a need for him to have sand then he can take it from the depot yard.
12		#23 Richard stated there are a lot of people interested in joining a seniors group.
	TONIGHT'S AGENDA	
13		<p>A letter from Heather Thomson, CIBC indicating a loan drawn down in February 2002 in the amount of \$30,000 had an approval to borrow for a period of 5 years from Department of Municipal Affairs. CIBC has approved this loan for a period of 10 years missing the 5 year repayment requirement when the loan was advanced. To continue with the present repayment, CIBC will require an extension to the existing Approval to Borrow from Department of Municipal Affairs to extend the final repayment to February 2012. Otherwise the loan will need to be liquidated by April 30, 2009. Balance on loan as of January 26, 2009 was \$9,250.00.</p> <p>Motion #14 Sam Stack/David Doyle Proposed to pay out the CIBC loan on April 30, 2009. All in favor, motion carried.</p>
14		Atlantic Conference on Disaster Management will be held at the Delta Hotel on April 28, 29 and 20, 2009. Early bird registration is \$275.00. Sam will check his schedule to see if he can attend.
15		Clyde McLean, Manager, Water Investigations, Department of Environment and Conservation has notified Angela Chafe stating based on the information provided to date and their flood plain management policy it is unlikely he will be able to recommend issuing a permit to construct a new building within the flood way which is located at 11 Main Road, Petty Harbour. Will follow up with Mr. McLean to see if an extension can be added to the existing building or refurbish the shed.
16		Deadline for funding applications for the Green Team Program is February 27, 2009. David will look at having this application submitted.
17		Eastern Health will be doing a needs assessment within the Northeast Avalon which includes Petty Harbour/Maddox Cove. A telephone survey will commence beginning the week of February 9 th .
18		A letter was sent to a resident in Maddox Cove concerning the discarding of animal feces over the embankment of his property which asked for his cooperation from doing this in the future. The resident responded by listing some problems Council can solve for him in which Council noted his concerns.

19		Noreen will check the snowclearing contract to see if the contractor is responsible for filling up the sandboxes.
20		Sam informed Council that the Development Corporation will meet with the Zone Board on February 16 th to give a presentation on Phase 3 of the Bidgood's property in which they are seeking funding.
21		Motion #15 Sam Stack/Jerry Hearn Proposed invoices in the total amount of \$29082.02 be approved for payment. All in favor, motion carried.
22		Motion #16 Jerry Hearn/Richard Clements Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:00 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, FEBRUARY 23, 2009

PRESENT: Nat Hutchings, Sam Stack, Randy Burton, Richard Clements, Noreen Costello

ABSENT: David Doyle

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:05 pm.
2		Minutes of February 9, 2009 were read. There were no errors or omissions. Motion #17 Randy Burton/Richard Clements Proposed minutes of February 9, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
3		#5 The discussion of Eddie receiving Jackie's salary when Jackie is off will be further discussed at the next meeting.
4		#6 Council agreed to send out a notice asking residents for their opinion on having a separate ballot for Mayor in the upcoming municipal election in September.
5		#8 The tender for road upgrading should be ready to be re tendered by the end of February.
6		A new recreation was elected on February 15 th as follows: Harry Chafe - Chairperson; Perry Stack - Vice Chairperson; Linda Hearn - Treasurer; Members at Large - Linda Doyle, Gladys Hutchings, Gert Kennedy and Jerry Hearn representing Council. Nat thanked Richard Clements for all the time he spent as a volunteer on Recreation.
7		#11 Due to the number of people taking salt and sand from the depot yard will have Jackie make sure the gate is locked. The reason for this is that Council is concerned we may not have enough salt and sand to last for the remainder of the snowclearing season.
8		#12 Richard stated that the seniors group is starting up tonight and they would like a small donation from Council to purchase tea and coffee. Motion #18 Sam Stack/Randy Burton Proposed to donate \$100.00 to the PHMC 50 Plus Club. All in favor, motion carried.
9		#16 Follow up with David on the Green Team application as the deadline for submission is February 27, 2009.
10		#20 Nat, Sam and Danny Madden met with the Zone Board who are willing to help with the preparation of the funding application for the Development Corporation.
	TONIGHT'S AGENDA	

11		Siobhan Coady cancelled her meeting with Council due to bad weather.
12		Noreen informed Council that the Olympic Relay Torch will be coming through Petty Harbour/Maddox Cove on Friday, November 13, 2009. A person 13 years and over are eligible to apply to carry the torch which can be one on the Coca Cola and Royal Bank web sites who are the major sponsors of the 2010 Olympics. Further details will be given as they become available.
13		Capital Coast Development Alliance will be hosting a Municipal Planning session on Friday, March 27, 6 - 10 pm and Saturday, March 28, 8 am - 4 pm at the Capital Hotel, Kenmount Road.
14		A letter signed Long time resident of Petty Harbour/Maddox Cove regarding a camper parked on the waterfront was presented to Council. Council would not discuss the contents of this letter as there was no name attached to the letter.
15		A letter from John Ershler requesting a reclassification. Will have him submit a more detailed letter stating why is he requesting a reclassification.
16		A letter from Angela Chafe requesting that Council snow clear the parking lot of the new Post Office at 11 Main Road, Petty Harbour. Motion #19 Richard Clements/Jerry Hearn Proposed that the request to snow clear the parking lot at 11 Main Road be denied as this is private property and also considered a private business. All in favor, motion carried.
17		A letter from Angela Chafe requesting a permit to renovate an outbuilding to be reconstructed to serve as a post office at 11 Main Road, Petty Harbour. Will inform Ms. Chafe that Council does not require a permit be obtained for renovations. However any additions would have to be approved by Council.
18		Motion #20 Sam Stack/Richard Clements Proposed that 2009 water and sewer tax in the amount of \$195.00 and garbage tax in the amount of \$30.00 be written off for Alva Lee, P.O. Box 254, Petty Harbour due to the fact the house no longer stands due to a fire in 2008. In the event Mr. Lee rebuilds on this property he will be charged the water, sewer and garbage tax. All in favor, motion carried.
19		Motion #21 Jerry Hearn/Randy Burton Proposed invoices in the total amount of \$5084.31 be approved for payment. All in favor, motion carried.
	NEW BUSINESS	
20		Richard - Inquired on the status of the sale of property on Big Hill Road. Noreen informed Council that there are some legal issues which are holding up the process and should be worked out shortly.
21		Sam - Council would like Noreen to check for the next meeting to see how much Eddie was paid for doing Jackie's job while he was on annual leave last year.
22		Sam - Informed Council that the new garbage truck has been ordered and will have a 3 year bumper to bumper warranty plus a 3 years warranty for major repairs (total of 6 years warranty). The old garbage truck will be sold and any monies will go toward the cost of the new truck.

23		Nat - Volunteer week is in April. Will discuss at the next meeting.
24		Motion #22 Sam Stack/Jerry Hearn Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:20 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, MARCH 9, 2009

PRESENT: Nat Hutchings, Randy Burton, Richard Clements, Jerry Hearn, David Doyle, Noreen Costello

ABSENT: Sam Stack

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:35 pm.
2		Council agreed to make the following amendments to the agenda: (1) Recreation update; (2) By Laws
3		Harbour Authority members Mike Hearn; Bill Lee, John Warford and Kevin Chafe were present to discuss the permit charged to Trident Construction for construction on the waterfront. They are requesting the permit be waived and not charge permits in the future as this is an extra cost it will cut back on the amount of funds they receive for projects. Jerry took over as chair in order for Nat to speak on behalf of the Development Corporation to support the Harbour Authority on having the permit waived. Motion #23 Jerry Hearn/Richard Clements Proposed whereas all development must have a permit. Permits will be dealt with on an individual basis. Furthermore the Harbour Authority are to officially notify Council of any future projects. Write off the permit issued to Trident Construction in the amount of \$1487.70. All in favor, motion carried.
4		Minutes of February 23, 2009 were read. There were no errors or omissions. Motion #24 Richard Clements/Randy Burton Proposed minutes of February 23, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
5		#3 The discussion of Eddie receiving Jackie's salary when Jackie is off will be further discussed at the next meeting.
6		#10 The Development Corporation met with funding agencies on March 4 th . Sam gave a presentation for Phase 3 of the project. The application is 85% complete and will be submitted in the near future.
7		#15 Further to Jackie's letter of February 23 rd requesting a reclassification of his position he submitted another letter stating the reason for his request is based on the fact that if a subordinate position has changed duties and responsibilities then it is obvious his position has also changed duties and responsibilities. David agreed to be liaison between Jackie and Council.
	TONIGHT'S AGENDA	
8		Council agreed to submit the application for the 2009 Tidy Towns.

9		Randy left the meeting at 8:55 pm.
10		<p>A letter from Leo Hearn requesting forgiveness of outstanding property taxes in the amount of \$5737.13 pertaining to his waterfront property. Mr. Hearn explained the outstanding taxes have accumulated over the past number of years and during this time was unable to meet the payments due to experiencing emotional and financial struggle and was not in a stable position to look after his financial obligations. He has been under doctor's care and is recovering from a lot of personal trauma which has left him incapable of looking after his own affairs.</p> <p>Motion #25 David Doyle/Jerry Hearn Proposed to write off outstanding property taxes in the amount of \$5737.13 for Leo Hearn due to the contents of his letter. All in favor, motion carried.</p>
11		<p>Email from Shelley Bryant and Bernard Martin requesting they be required to pay business tax with respect to their property at 13 Main Road (Harbour House) for only 6 months of the year. The property is operated as tourist accommodations for the tourist season (June to September annually). If it is occupied during other times of the year it will be so as a residential apartment.</p> <p>Motion #26 Jerry Hearn/David Doyle Proposed to charge Shelley Bryant and Bernard Martin business tax for 6 months. If their situation is the same each year they will have to request an exemption for 6 months each year. All in favor, motion carried.</p>
12		<p>Email from Derek Sullivan requesting Council look into the costs associated with extending the sewer line to the property he recently purchased on the Main Road in Maddox Cove. He would like to know if there are any time lines associated with when Council will extend the sewer line to this property and if funding has been allocated for the sewer line extension and where is this item to on Council's list of priorities. He is willing to discuss options with Council regarding the sewer line extension to this property. Will inform Mr. Sullivan that the sewer extension for this area has been submitted under Round 4 of the MRIF application.</p>
13		<p>Email from Corinne Pilon requesting a donation for a booklet for the Goulds Minor Hockey who will be hosting the All Newfoundlands this year.</p> <p>Motion #27 Jerry Hearn/Richard Clements Proposed to donate \$50.00 to the Goulds Minor Hockey. All in favor, motion carried.</p>
14		Nat stated the By Laws need to be reviewed and passed by Council.
15		<p>Jerry presented the treasurer's report from Recreation for review. Recreation will be holding St. Patrick's Day celebrations on March 15th.</p>
16		<p>Nat informed Council that the announcement of the new youth centre will be announced on March 13th at 11:00 am at the Recreation Centre. All levels of government will be present for the announcement. A notice will be sent to residents inviting them to attend.</p>
17		<p>Motion #28 Richard Clements/Jerry Hearn Proposed invoices in the total amount of \$33178.71 be approved for payment. All in favor, motion carried.</p>

19		A letter will be sent to Robert Doyle with respect to throwing garbage over the embankment across from his property.
20		Motion #29 Richard Clements/David Doyle Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:25 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, MARCH 23, 2009

PRESENT: Nat Hutchings, Sam Stack, Jerry Hearn, Randy Burton, Richard Clements, Noreen Costello

ABSENT: David Doyle

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:03 pm.
2		Council agreed to make the following amendments to the agenda: (1) Kevin Whitten's property; (2) Development Corporation; (3) Service Canada Application
		Minutes of March 9, 2009 were read. There were no errors or omissions. Motion #30 Randy Burton/Richard Clements Proposed minutes of March 9, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
3		#5 Nat informed Council at 22:02 of the Collective Agreement states an employee required to fill temporarily a position which is paid a higher rate of salary than that paid for the employee's regular work shall receive the rate of pay for the position filled. This will apply only to the extent that the employee fills the position for a minimum of one half of his/her normal work day. Therefore when Jackie is off for a ½ day or more Eddie will receive Jackie's salary.
4		#7 Nat, Sam and David will meet with Jackie to diss his request for reclassification.
5		#14 By Laws need to be reviewed and passed by Council.
6		#16 Nat will follow up with Keith Hutchings on a new date for the announcement of the new youth centre.
	TONIGHT'S AGENDA	
7		NF Power has completed plans for the distribution and street lighting layout and easement layout for Hamlyn Heights.
8		A one year maintenance agreement will need to be done for Hamlyn Heights when the subdivision is completed which will include water and sewer lines and the road.

9		<p>The town received a letter from Robert B. Anstey Law Office on behalf of their clients Cliff and Kay Ralph with respect to the water and sewer installation for Hamlyn Heights. This letter serves as written notice that the town is to immediately cease hereafter from coming onto their clients property which they believe that the manhole is located on their property. They are requesting the sewer line be moved further down the road to another manhole. A response to this letter was sent by the town's lawyer indicating if the manhole is indeed located on their property the town is authorized by the Municipalities Act 1999 to complete water and sewer work. It would be a substantial and costly effort for the town to dig up what has been done and move it to another location. The estimate would cost in excess of \$20,000, although the town has not received any formal pricing on this. The town has to act in a way that is fiscally responsible to its residents. Therefore, the town will not be moving the lines that have been put in place, nor will the town be offering any form of compensation to the Ralphs.</p>
10		<p>The town received a quote of \$133.88 to include 2 phone lines with voice mail and call display, fax line and internet for the first 12 months. Council would like to get a quote from Aliant before making a decision.</p>
12		<p>A letter from Bob Chan stating he has an offer on his property at 79 Motion Bay Road and would like Council's cooperation to allow the sale of the property go through in order to pay his outstanding taxes.</p> <p>Motion #31 Jerry Hearn/Richard Clements Proposed to give Mr. Chan to June 30, 2009 to have his outstanding taxes paid. If the matter is not resolved by this time services will be disconnected. All in favor, motion carried.</p>
13		<p>Letter from Home Away From Home requesting to pay business tax for 6 months only for 2009 as their business is of a seasonal nature which runs from May 1 to September 30 each year.</p> <p>Motion #32 Randy Burton/Jerry Hearn Proposed to charge Home Away From Home 6 months only business tax due to the fact that their business is of a seasonal nature. All in favor, motion carried.</p>
14		<p>A letter from Coconut Grove Investments Inc. requesting approval to proceed with the 10 property development of the property located at 63 - 69 Main Road, Maddox Cove as was originally approved for Costello Canadian Properties Inc. They are also requesting the relocation of the power line out of the ocean view properties.</p> <p>Motion #33 Randy Burton/Richard Clements Proposed to approve the development of 10 properties located at 63 - 69 Main Road, Maddox Cove as was originally approved for Costello Canadian Properties Inc. If there are any changes with respect to this construction the changes would have to be approved by Council. The removal of the power line would have to be approved by Newfoundland Power at the cost of Coconut Grove Investments Inc. All in favor, motion carried.</p>
15		<p>Jerry will review the 2008 Annual Drinking Water Quality Report for the next meeting.</p>

16		<p>A letter and sketch from Harold Howlett requesting approval to build on to existing garage.</p> <p>Motion #34 Randy Burton/Richard Clements Proposed to approve the extension of the existing garage subject to the inspection and approval of the Inspection and Development Committee and Jackie. All in favor, motion carried.</p>
17		<p>Application from Douglas Stack to build house at 155 - 159 Main Road, Maddox Cove.</p> <p>Motion #35 Jerry Hearn/Richard Clements Proposed to approve the application for Douglas Stack to build a house at 155 - 159 Main Road, Maddox Cove subject to the inspection and approval of the Inspection and Development Committee and Jackie. All in favor, motion carried.</p>
18		<p>Application from Peter and Sharon O'Leary to build a house, Main Road, Maddox Cove.</p> <p>Motion #36 Sam Stack/Randy Burton Proposed to approve the application for Peter and Sharon O'Leary to build a house, Main Road, Maddox Cove subject to the inspection and approval of the Inspection and Development Committee and Jackie. All in favor, motion carried.</p>
19		<p>Letter from Harry Everard making a complaint about a noise issue with respect to wind chimes on the property of Reg Chafe, Big Hill. Will write Reg Chafe and ask him to remove the chimes as they are disturbing the neighbors.</p>
20		<p>Email from Kevin Coady, NL Alliance for the Control of Tobacco requesting Council make outdoor recreation facilities smoke free. Will inform Mr. Coady that Council does not have the staff or manpower to bring in a smoke free environment at outdoor recreation facilities.</p>
21		<p>Will send Kevin Whitten a letter requesting he repair the chimney on his house. Will inform Mr. Whitten he has two week to have the chimney repaired.</p> <p>Motion #37 Sam Stack/Randy Burton Proposed to begin the process of a tax sale on the property of Kevin Whitten for outstanding taxes. All in favor, motion carried.</p>
22		<p>Sam stated the application for funding of Phase 3 for the Development Corporation will be submitted to government over the next couple of days.</p>
23		<p>A Job Creation Program application has been submitted to Service Canada for the replacement of windows, a new ceiling and build out of the front of the town building.</p>
24		<p>Motion #38 Sam Stack/Jerry Hearn Proposed invoices in the total amount of \$9370.64 be approved for payment. All in favor, motion carried.</p>
25		<p>Sam - A moment of silence for the people who died on Cougar Flight 491.</p>
26		<p>Motion #39 Sam Stack/Randy Burton Proposed to proceed with tax sale of property located at 14A Big Hill. All in favor, motion carried.</p>
27		<p>Motion #40 Sam Stack/Jerry Hearn Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:20 pm.</p>

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, APRIL 6, 2009

PRESENT: Nat Hutchings, Sam Stack, Jerry Hearn, David Doyle, Randy Burton, Richard Clements, Noreen Costello

#	WHO'S R RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:00 pm.
2		Recreation Committee was present to introduce the newly elected committee which consists of the following: Harry Chafe, Chair, Perry Stack, Vice Chair; Linda Hearn, Treasurer, Gert Kennedy, Women's Auxiliary, Jerry Hearn, Member of Council; Gladys Hutchings; Member at Large, Linda Doyle, Member at Large, Jane Doyle, Member at Large. Harry informed Council that Recreation will not need the \$3000 from Council at the moment as they are presently in a good financial situation. There was some discussion on applying for funding with the Department of Recreation. Harry stated that Recreation would like all groups to come together in the fall to plan the Christmas activities, ie; tree lighting, Santa Claus parade.
3		Daryl Hutchings was present to discuss his concerns with the construction of a new house that may be too close to his property. Council stated a house is to be 4 feet from the boundary line. Pegs will be checked to ensure this construction is not less than 4 feet from the boundary line.
4		Minutes of March 23, 2009 were read. There were no errors or omissions. Motion #41 Sam Stack/David Doyle Proposed minutes of March 23, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
5		#4 Motion #42 Sam Stack/Richard Clements Proposed to approve an increase of \$1.50 per hour for Jack Ershler based on his request for reclassification. .50 cents per hour from February 23 to April 6. April 7 and onward will be \$1.50 per hour. All in favor, motion carried.
6		#5 By Laws need to be reviewed and passed by Council.
7		#6 Nat, Sam and Jerry met with Keith Hutchings to discuss the MRIF application. Keith would like to set up a meeting with Council over the next couple of weeks. Keith will check to see if there is any funding available to go towards the purchase of a garbage truck.
8		#15 Jerry stated the THM levels on the 2008 Annual Drinking Water Quality Report were 78 which is reasonably good. The acid in the water which has to do with the pipes needs to be rectified.
9		#16 The application from Harold Howlett requesting approval to build on to his existing garage has been approved.

10		#22 The application for funding of Phase 3 for the Development Corporation will be submitted to the Northeast Avalon Regional Economic Development Board.
11		Motion #43 Sam Stack/Randy Burton Proposed to have William Doyle and Associates correct the boundary between the Town and Ron Bidgood at a quote price of \$800.00 plus tax. This cost will be equally shared between the town and Ron Bidgood. All in favor, motion carried.
12		#26 Council agreed to place notice of tax sale in the Telegram for the required amount of once a week for 4 weeks pertaining to the property located at 14A Big Hill.
	TONIGHT'S AGENDA	
13		Volunteer Week is April 19 - 25. Nat and Sam will plan a social for the volunteers for sometime in June.
14		The Northeast Avalon Regional Economic Development Board (formerly Capital Coast Alliance) will be hosting a session with the Department of Government Services on Thursday, April 16, 12 - 2 pm to discuss the rollout of BizPal and the municipalities role. The session will take place at 90 O'Leary Avenue. Nat and Richard will attend.
15		Capital Coast Development alliance will be holding a rebranding launch at their new offices at 90 O'Leary Avenue from 12 noon until 2 pm, April 8, 2009. Nat and Richard will attend.
16		Email from Danny Madden stating Government Services requires approval in principal before it will review a submission for a septic system design for the proposed residential building lots for Derek Sullivan and Chris Whitten, Main Road, Maddox Cove. A letter from Council approving the two septic systems in principal is required to be included with the submission to Government Services. Motion #44 Richard Clements/David Doyle Proposed to approve the installation of a septic system for Derek Sullivan and Chris Whitten based on the approval of Government Services. All in favor, motion carried.
17		Application from Derek Sullivan to build a house at 189 - 193 Main Road, Maddox Cove. Motion #45 David Doyle/Jerry Hearn Proposed to approve in principal the application for Derek Sullivan to build a house at 189 - 193 Main Road, Maddox Cove subject to the inspection and approval of the Inspection and Development Committee and Jackie. All in favor, motion carried.
18		Application from Chris Whitten to build a house at 189 - 193 Main Road, Maddox Cove. Motion #46 Jerry Hearn/Randy Burton Proposed to approve in principal the application for Derek Sullivan to build a house at 189 - 193 Main Road, Maddox Cove subject to the inspection and approval of the Inspection and Development Committee and Jackie. All in favor, motion carried.

19		<p>Application from Michael Byrne to build a shed to be located at 22 Big Hill Road, Petty Harbour.</p> <p>Motion #47 randy Burton/Jerry Hearn</p> <p>Proposed to approve in principal the application for Michael Byrne to build a shed to be located at 22 Big Hill Road, Petty Harbour subject to the inspection and approval of the Inspection and Development Committee and Jackie. All in favor, motion carried.</p>
20		<p>A notice will be sent to residents encouraging them to apply to be selected to carry the Torch Relay on November 13th which will be coming through Petty Harbour/Maddox Cove.</p>
21		<p>Nat and Sam will look at the quotes from Rogers Cable and Aliant for telephones and internet.</p>
22		<p>An invitation from the Royal Newfoundland Constabulary to attend an International Police & Peace Officer Memorial Service on Friday, May 15th at 11 am at the Seventh Day Adventist Church located at 33 Aldershot Street.</p>
23		<p>A letter from John and Susan Warford requesting entitlement to a piece of property known as the Right of Way that they use as their driveway located on the Old Road, Maddox Cove. Will inform John and Susan that Council cannot give ownership to any Right of Way in the community. The Warfords can have limited use of this Right of Way, however at a moments notice if Council needs to gain access any structure on this Right of Way would need to be removed. Council will not be responsible for any compensation to any structure on a Right of Way.</p>
24		<p>Letter from the City of St. John's stating there is a public meeting scheduled for Tuesday, April 14th at 7 pm in the Foran/Greene Room at City Hall on the proposed amendments to their Municipal Plan and Development Regulations to allow development above the 190 metre contour for the Southlands area and the Southwest Development area.</p>
25		<p>Motion #48 Sam Stack/Randy Burton</p> <p>Proposed invoices in the total amount of \$34949.61 be approved for payment. All in favor, motion carried.</p>
	NEW BUSINESS	
26		<p>Jerry - Had an inquiry asking if the green area on the waterfront will be refurbished from the recent construction of the slipway. Council agreed to put some grass seed down in the area.</p>
27		<p>Nat - Informed Council that the water issue by Gerald Williams has been resolved.</p>
28		<p>Noreen - David Green and Karen Vincent would like to express their appreciation and thanks to Council and residents for all their support in them having to deal with the recent fire of their property on the Long Run Road.</p>
29		<p>Motion #49 Sam Stack/Randy Burton</p> <p>Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:10 pm.</p>

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, APRIL 20, 2009

PRESENT: Nat Hutchings, Sam Stack, David Doyle, Richard Clements, Noreen Costello

ABSENT: Jerry Hearn, Randy Burton

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:12 pm.
2		Council agreed to make the following amendments to the agenda: (1) Dennis Madden; (2) Spring Clean Up
3		Dennis Madden presented the building plans for the Bed and Breakfast to be located at 2 - 8 Main Road, Maddox Cove for Council's approval and review. Motion #50 Richard Clements/David Doyle Proposed to approve the building plans for the Bed and Breakfast to be located at 2 - 8 Main Road, Maddox Cove. This area is zoned as Shoreline Commercial to be used as commercial only and not residential. All in favor, motion carried.
4		Minutes of April 6, 2009 were read. There were no errors or omissions. Motion #51 David Doyle/Richard Clements Proposed minutes of April 6, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
5		#7 Nat will follow up with Keith Hutchings on the status of the MRIF and Youth Centre projects.
6		#10 The application for funding of Phase 3 for the Development Corporation has been submitted to the Northeast Avalon Regional Economic Development Board, ACOA and INTRD.
7		#11 Follow up with William Doyle and Associates to see if they have completed the boundary change between the Town and Ron Bidgood.
8		#13 Volunteer Night will be held on June 13 th .
9		#21 Nat and Sam will look at the quotes from Rogers Cable and Aliant for telephones and internet.
	TONIGHT'S AGENDA	

10		<p>A letter from Betty Chafe requesting Council waive her taxes in the amount of \$638.09 due to the fact that she was recently diagnosed with breast cancer and is unsure when she will be able to return to work.</p> <p>Motion # 52 David Doyle/Richard Clements Proposed to write off taxes for Betty Chafe in the amount of \$638.09 based on humanatary and hardship circumstances. Furthermore Council agreed to waive taxes for Betty from July to December 2009 in the amount of \$475.00. All in favor, motion carried.</p>
11		<p>Application from Michael Doyle to build a shed.</p> <p>Motion #53 Sam Stack/Richard Clements Proposed to approve the application for Michael Doyle to build a shed subject to the inspection and approval of the Inspection and Development Committee and Jackie. All in favor, motion carried.</p>
12		<p>Application from Francis Doyle to build extension to shed.</p> <p>Motion #54 David Doyle/Sam Stack Proposed to approve the application for Francis Doyle to build an extension to shed subject to the inspection and approval of the Inspection and Development Committee and Jackie. All in favor, motion carried.</p>
13		<p>Letter from Don Drew, Mayor, Town of Bay Bulls asking Council to send a supporting letter to Minister Peter MacKay, Department of National Defense asking that one additional helicopter be stationed on the Avalon peninsula for fast response time; all Search and Rescue Helicopter locations be staffed 24 hours a day as well as an ambulance service and a list of protocols to be set out with regards to staffing during training exercises or other activities. Council is in agreement to send a letter of support to the Minister of National Defense on this matter.</p>
14		<p>Motion #55 Sam Stack/Richard Clements Proposed invoices in the total amount of \$5999.30 be approved for payment. All in favor, motion carried.</p>
15		<p>Tidy Towns cleanup and spring clean up will be discussed at the next meeting.</p>
16		<p>Motion #56 Richard Clements/David Doyle Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:35 pm.</p>

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, MAY 4, 2009

PRESENT: Nat Hutchings, Jerry Hearn, Randy Burton, Richard Clements, Noreen Costello

ABSENT: Sam Stack, David Doyle

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:40 pm.
2		Bill Hennessey was present requesting to purchase town property located at Motion Bay Road (next to the ballfield). This property was given to the town by Crown Lands for the ballfield area. If this property were to be sold the money would have to go back to Crown Lands. Council is not interested in selling this property at this time.
3		Council agreed to make the following amendments to the agenda: (1) Request for donation for Lupus NL & Labrador; (2) Parking Main Road Lane
4		Minutes of April 20, 2009 were read. There were no errors or omissions. Motion #57 Randy Burton/Jerry Hearn Proposed minutes of April 20, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
5		#5 Keith Hutchings met with Nat to discuss the MRIF and Youth Centre Projects. He also view the flood zone area and will speak to the Minister of Environment and Conversation about changing the area to a non flood zone area.
6		#6 The application for funding of Phase 3 for the Development Corporation looks favorable.
7		#7 William Doyle & Associates to complete the boundary change between the Town and Ron Bidgood over the next week.
8		#8 Nat stated the music is booked for Volunteer Night on Jun3 13 th . Finger foods will be served.
9		#9 Nat and Sam will look at the quotes from Rogers Cable and Aliant for telephones and internet.
	TONIGHT'S AGENDA	
10		A letter has been sent to Minister Dianne Whalen requesting an over run of \$53,200 for the MRIF Project which was originally approved in the amount of \$225,000.

11		The Northeast Avalon Regional Economic Development Board will be hosting a booth at the Canadian Manufacturers and Exporter's annual Manufactured Right Here Show on May 22 and 23 at the Remax Centre, Mayor Avenue. If the town has any brochures, pamphlets or some kind of printed information regarding the town let them know and they will make room for this information at their booth.
12		Dennis Knight is requesting a meeting with Council to discuss the review of the North East Avalon Regional Plan. Public consultation sessions are being held May 26 - 28. Will contact Mr. Knight to set up a meeting for Monday, May 11 at 7:00 pm.
13		Nat and Richard will attend the Northeast Avalon Regional Economic Development Board first meeting of the Support to Smaller Communities Committee on Monday, May 11 from 12 - 2 pm at 90 O'Leary Avenue.
14		The Northeast Avalon Regional Economic Development board is hosting a Lunch and Learn Session on May 21 from 12 - 2 pm to discuss Strategic Transitions & Employment Partnerships.
15		An overview of the Atlantic Conference of Disaster Management will be given by Sam at the next meeting.
16		An invitation from the Canadian Society for Civil Engineering to attend the Petty Harbour Hydro Electric Power Station dedication on May 29 at 2:45 at the Hydro Plant in Petty Harbour. Nat and Richard will attend.
17		<p>A letter from Harbour Authority requesting that Council waive any permits relating to Brownco who will be constructing the refacing and replacing of the marginal wharf and removing and replacing all the surface concrete from the slipway to the Coop property. Also they would like Council to cover half the cost of \$250.00 for removing garbage from the waterfront area.</p> <p>Motion #58 Richard Clements/Jerry Hearn Proposed to issue a permit at no cost to Brownco for the construction of the above noted project. All in favor, motion carried. Council is not in agreement to cover half the cost to have garbage removed from the waterfront area.</p>
18		The NEAJC has decided that only appointed representatives from each municipality will receive correspondence from the NEAJC. It will then be the responsibility of the appointed representative to convey the information to Council. Jerry Hearn will be the towns representative. Noreen will forward Jerry's email on to Maureen Harvey, Recording Secretary for NEAJC.
19		Mayor Hutchings signed a proclamation declaring May 20, 2009 Municipal Awareness Day.
20		A letter from Minister Dianne Whalen, Department of Municipal Affairs stating a one time increase of approximately 13% to the Municipal Operating Grant. In 2010 and thereafter the Municipal Operating Grant will return to the normal level.
21		<p>Application from Michael J. Hayes to build a garage at 12 Cribbies Road.</p> <p>Motion #59 Randy Burton/Richard Clements Proposed to approve application for Michael J. Hayes to build a garage subject to the approval and inspection of the Inspections and Development Committee/Jackie. All in favor, motion carried.</p>

22		<p>Application from Harry G. Lee to build a shed to be located on government property on the Northside of Petty Harbour. A letter has been sent to the Harbour Authority asking if they have any concerns with respect to this application.</p> <p>Motion #60 Richard Clements/Randy Burton</p> <p>Proposed to approve the application for Harry Lee to build a shed to be located on government property on the Northside of Petty Harbour subject to the approval and inspection of the Inspections and Development Committee/Jackie. Also approval from the Harbour Authority. All in favor, motion carried.</p>
23		<p>Application from Alicia Hanlon to build a shed to be located at 74 Old Maddox Cove Road.</p> <p>Motion #61 Jerry Hearn/Randy Burton</p> <p>Proposed to approve the application for Alicia Hanlon to build a shed to be located at 74 Old Maddox Cove Road subject to the approval and inspection of the Inspections and Development Committee/Jackie. All in favor, motion carried.</p>
24		<p>Crown Land application from Gerald Williams to obtain a piece of property behind his house 17 x 52 x 10 for the purpose of a deck and yard.</p> <p>Motion #62 Randy Burton/Richard Clements</p> <p>Proposed to approve the Crown Land application for Gerald Williams to obtain a piece of property behind his house 71 x 52 x 10. All in favor, motion carried.</p>
25		By Laws to be discussed at the next meeting.
26		<p>A letter from Jim Kieley requesting approval to hook up to the fountain electrical outlet year round. He is willing to pay a fee of \$10.00 per month for this hook up.</p> <p>Motion #63 Jerry Hearn/Randy Burton</p> <p>Proposed to approve for Jim Kieley to hook up year round to the fountain electrical outlet with a payment of \$10.00 per month for this hook up. All in favor, motion carried.</p>
27		Have Jackie and Eddie decide on a date for the spring clean up. A notice will be sent to residents once a date is confirmed.
28		<p>A letter from Minister Clyde Jackman, Department of Tourism, Culture and Recreation stating they will be removing unapproved/non compliant private promotional signs along all provincially maintained highways in the spring. Public notices and news releases will advise the public of government's intentions to remove all unapproved/non compliant signs. Owners of these signs are asked to remove them prior to June 8, 2009. The Department of Transportation and Works will begin the removal of any remaining unapproved/non compliant highway signs on June 8, 2009. Operators will not be able to recover their signs after this date.</p>
29		<p>The balance of the CIBC Capital Work Loan was paid on May 1, 2009 in the amount of \$8509.72. The original amount of this loan was \$30,000.</p>
30		<p>Motion #64 Richard Clements/Jerry Hearn</p> <p>Proposed to approve a donation in the amount of \$50.00 to Lupus Newfoundland and Labrador. All in favor, motion carried.</p>
31		<p>There is a problem with vehicles parking on Main Road Lane. Inform staff that tickets are to be issued to any vehicles parked on Main Road Lane.</p>

32		Motion #65 Jerry Hearn/Randy Burton Proposed to approve invoices in the total amount of \$5488.54 for payment. All in favor, motion carried.
33		Motion #66 Jerry Hearn/Richard Clements Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:55 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, MAY 18, 2009

PRESENT: Nat Hutchings, Sam Stack, David Doyle, Richard Clements, Noreen Costello

ABSENT: Jerry Hearn, Randy Burton

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:10 pm.
2		Council agreed to make the following amendments to the agenda: (1) Sign; (2) Letter from Wayne Barnes re dogs; (3) Recreation Grant; (4) Regional Plan; (5) Smoke Free Recreation Facilities; (6) Summer Break
3		Minutes of May 4, 2009 were read. #24 should read 17 x 52 x 10. Motion #67 Richard Clements/David Doyle Proposed minutes of May 4, 2009 be adopted with above noted correction. All in favor, motion carried.
	BUSINESS ARISING	
4		#6 Sam informed Council that the application to ACOA from the Development Corporation for Phase 3 looks favorable. There is a new program in place with ACOA which requires the Development Corporation have 10% of funding which will be anywhere from \$10,000 to \$18,000. There was some discussion on how to access the 10%. Motion #68 Sam Stack/Richard Clements Proposed Council support the Development Corporation in the amount of \$5,000.00 to initiate the construction of the information centre under Phase 3.
5		#7 William Doyle and Associates surveyed the boundary change on May 15 th for the towns and Ron Bidgood's property. Mr. Bidgood has agreed to pay half the cost of having this done.
6		Nat, Sam and Noreen met with John Dawe, Engineer, Department of Municipal Affairs on May 15 th concerning the MRIF Project which was approved for \$225,000 of which lowest tender came in over \$585,000. A new tender spec has to be submitted of which the town will include recapping of Cribbies Road. A request has been submitted requesting extra funding of \$53,200. If the extra funding is not approved the town will use its gas tax funding for this project.
7		#12 Nat and Sam met with Dennis Knight to discuss the Northeast Avalon Regional Plan Review. There were discussion on extending the boundaries on both sides of the town. There will be a meeting of the Northeast Avalon Regional Plan Review on May 27 th at 7:00 pm in Mt. Pearl.
8		#15 Sam attended the Atlantic Conference of Disaster Management on April 29 th and 30 th . Sam's notes are available for Councillors to read. Towns have until April 30, 2012 to have a disaster plan in place.

9		#17 Will write the Harbour Authority to inform them that future permits for companies performing work on behalf of the Harbour Authority will be payable.
10		#25 Sam and David will review the By Laws for the council meeting to be held in July.
11		#31 There is still a problem with vehicles parking on Main Road Lane. A letter will be sent to Chris Worthman stating this is a last warning before tickets will be issued for parking on this road.
	TONIGHT'S AGENDA	
12		Have Jackie call Dept Work Services and Transportation to have the guide rail replaced by the Power House Road.
13		Inform Jackie that the depot gate has to be locked at all times. Sam indicated the fence needs to be repaired.
14		Nat and Sam will meet with staff on Friday, May 22 nd at 4:00 pm.
15		A notice will be sent to the chairperson of each volunteer committee and the public informing them of volunteer night on June 13 th .
16		Will send out a public notice stating open fires are not permitted. Any permits issued for contained open fires would have to be obtained from St. John's Regional Fire Department.
17		Will send out a notice asking residents who have animals to respect the people in their area by containing their animals to their own property and refrain them from barking at night.
18		Letters from a couple of residents concerning a particular dog constantly barking at night. Also animals roaming at night leaving feces on properties. Council is hoping the public notice which will be sent to residents concerning dog control will solve this problem.
19		A letter from Joan Dawe, Eastern Health indicating an overview of preliminary findings with respect to conducting assessment of the health and community service needs of individuals throughout the region will be given at a consultation on Wednesday, June 17 from 11 am to 2pm at the Comfort Inn . Will ask Ms. Dawe to forward the information to Council as Councillors are unable to attend this consultation.
20		A letter from Marg Ryan, Baine Johnston Insurance stating the municipal depot and town hall may be under insured. The total cost for additional premiums is \$734.00. Council will consider this in the 2010 budget.
21		<p>A letter from Keith and Marjorie Noble stating they have paid their 2009 taxes in full in the amount of \$1400.40. They are requesting any interest that has accumulated on their account be written off due to the fact that their 2009 taxes have been paid in full.</p> <p>Motion #69 Richard Clements/David Doyle Proposed to write off interest in the amount of \$21.00 for Keith and Marjorie Noble due to the fact that they have paid their 2009 taxes in full. All in favor, motion carried.</p>

22		A letter from David and Stephanie Stack regarding the unsightly state that the beach area (grass area) in front of their house was left after the Harbour Authority dug it up for drainage. They would like to see this area put back in the same condition it was previously. Will inform David and Stephanie that Council does not see this area as an eyesore and does not have any jurisdiction over this property as it is owned by the Harbour Authority.
23		A letter from Doug Howlett asking if Council has plans to pave Cribbies Road as this road is in poor condition. Will inform Mr. Howlett that a request for funding has been sent to the provincial government to have this road recapped.
24		A letter from Claude Elliott, Mayor, Gander requesting a letter of support to have a search and rescue service located at Wing 9, Gander. Sam will respond to this letter.
25		The sign at the beginning of Maddox Cove which was damaged due to a car accident needs to be replaced. Will contact Ashley Cuff who is responsible for damaging the sign giving her a cost of having the sign replaced. Have Jackie take down the damaged sign.
26		David informed Council that he helped Harry Chafe complete an application to Department of Sports and Recreation for funding to repair the roof upstairs in the Recreation Centre.
27		Will contact Kevin Coady and ask him for a sample of public policy for smoke free outdoor recreational facilities. Once received Council will look at bringing in a policy to have outdoor recreational facilities smoke free.
28		Motion #70 David Doyle/Sam Stack Proposed to take away fines pertaining to construction without a permit. Nat, Sam and David in favor. Richard not in favor, motion carried.
29		Council has budgeted \$500.00 to the Museum Committee to purchase picture frames. Noreen will do a cheque for the Museum Committee.
30		Will contact owners of former St. George's Hall requesting to have building taken down as soon as possible.
31		Council will meet once per month for June, July and August. If situations arise that need to be dealt with before Council will call a meeting. The next scheduled meeting will be June 15 th .
32		Motion #71 Sam Stack/Richard Clements Proposed to approve invoices in the total amount of \$6317.03 for payment. All in favor, motion carried.
33		Motion #71 David Doyle/Richard Clements Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:50 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, JUNE 15, 2009

PRESENT: Nat Hutchings, Sam Stack, Jerry Hearn, David Doyle, Randy Burton, Richard Clements, Noreen Costello

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:00 pm.
2		John Dinn, MHA, Kilbride District was present to discuss property on Maddox Cove Road which is in City of St. John's limits. People owning property on Maddox Cove Road would like to sell but City of St. John's states that you need to farm this property for 3 years before you can build on it. John stated himself and Keith Hutchings are working together to have this changed. Council agreed to do a letter to City of St. John's and Department of Municipal Affairs asking to have the town's boundaries changed to include this property on Maddox Cove Road. A copy of this letter will be given to John for his review before it is sent.
3		Council agreed to make the following amendments to the agenda: (1) Volunteer Night; (2) St. George's Hall; (3) Quote for road patching
4		Minutes of May 18, 2009 were read. #21 should read \$14.40 not \$1400.40. Motion # 72 Randy Burton/Richard Clements Proposed minutes of May 18, 2009 be adopted with above noted correction. All in favor, motion carried.
	BUSINESS ARISING	
5		#4 ACOA has approved the Development Corporation's application for Phase 3 to construct a tourist information centre. INTRD's contribution towards this application also looks favorable.
6		#5 William Doyle and Associates have completed the survey for the boundary change for the towns and Ron Bidgood's property. The cost is \$900.00 which will be divided between the town and Ron. Bill Doyle, Nat and Ron will meet to ensure the boundary change is correct.
7		#6 John Dawe, Department of Municipal Affairs has not heard back on our request for extra funding for the MRIF project.
8		#10 The summer students will work on finalizing the by laws.
9		#11 A letter has been sent to Chris Worthman with respect to no parking on Main Road Lane.
10		#12 Have Jackie follow up with Department of Work Services and Transportation to have the guide rail replaced by the Power House Road.
11		#24 Will send letter to Minister of Defense support Gander's request to have a search and rescue service located at Wing 9.

12		#30 David Green is waiting on a price from his insurance to have the former St. George's Hall torn down as a result of a fire back in early April.
	TONIGHT'S AGENDA	
13		Todd Chafe, Jerry and Jane Doyle were present to discuss their concerns on the possibility of culverts being put in for the upgrading of Cribbies Road. They are concerned their property will flood if changes are made. Council has submitted an application for funding for the upgrading of Cribbies Road. As of this date approval has not been received.
14		Dean and Paula Bidgood, Gerald and Melita Power were present to discuss the events which happened during a ball tournament on the ballfield this past weekend. They expressed their concerns over the excessive drinking, fighting, loud music, urinating on the side of the road, speeding and parking on both sides of the road. There was some discussion on this. Council will meet with Recreation to resolve this issue immediately.
15		A letter from Daryl and Tracey Hutchings concerning barking and roaming animals. Council does not have staff after hours and therefore request they send a photograph to identify the animal. However Council will monitor the situation during normal working hours.
16		Randy and Richard will sit on the hiring committee for the Canada Summer Jobs. If Randy cannot be available Sam will sit in. Interviews will take place Tuesday, June 23 starting at 6:30 pm.
17		Richard will inspect the retaining wall on Big Hill as there are some concerns that it is collapsing.
18		A letter from Avalon I.T. Services stating they are now hosting the town's website.
19		A letter from Larry Leaman requesting interest in the amount of \$13.76 be written off due to the fact that he has paid his 2009 taxes in full. Motion #73 Richard Clements/Randy Burton Proposed to write off interest in the amount of \$13.76 for Larry Leaman. All in favor, motion carried.
20		Motion #74 David Doyle/Randy Burton Proposed to approve a smoke free strategy at all outdoor recreational facilities to be effective immediately. All in favor, motion carried.
21		Siobhan Coady, MP will be hosting a town hall meeting to discuss arts and culture on Monday, June 29 th at 7:00 pm at the Masonic Temple, 6 Cathedral Street.
22		An application from Carl Williams to build a house, 42 Motion Bay Road. Motion #75 Sam Stack/Richard Clements Proposed to approve the application for Carl Williams to build a house subject to the inspection and approval of the Inspection and Development Committee and Jackie. All in favor, motion carried.
23		Council will require a letter from Danny Madden, Engineer stating all infrastructure to the water and sewer lines to Hamlyn Heights has been completed before water and sewer lines are turned on to Robert Hand's property.

24		Richard stated his disappointment in the turn out for the social and dance for Volunteer Night on June 13 th .
25		Council agreed to haul away the debris from the clean up of St. George's Church cemetery. Richard will have member of the church available to load the truck.
26		The Petty Harbour/Maddox Cove Development Corporation is holding their annual general meeting June 16 th at 7:00 pm.
27		Motion #76 Jerry Hearn/Randy Burton Proposed to approve a quote from Beaver Fencing & Paving in the amount of \$8525.00 plus HST for patching of roads. All in favor, motion carried.
28		Motion #77 David Doyle/Jerry Hearn Proposed invoices in the total amount of \$76986.24 be approved for payment. All in favor, motion carried.
29		The next regular meeting of Council will be held on Monday, July 20 th .
30		Motion #78 Randy Burton/David Doyle Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 10:55 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

SPECIAL MEETING

WEDNESDAY, JULY 1, 2009

PRESENT: Nat Hutchings, Sam Stack, David Doyle, Randy Burton, Noreen Costello

ABSENT: Richard Clements, Jerry Hearn

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 1:09 pm.
2		<p>An email from Chuck Hamlyn requesting Council give an extension to having the road paved on Hamlyn Heights in order to allow the road to settle. The guide rails will be installed over the next couple of weeks, until then there is armour rock existing in its place. Mr. Hamlyn is also asking that Council grant a permit for Sean Kieley to build a house on Hamlyn Heights.</p> <p>Motion #79 David Doyle/Randy Burton Proposed that Council grant extension to Chuck Hamlyn to have road paved no later than September 30, 2009. There is to be crushed stone placed on the road until it is paved. The guide rail is to be installed as soon as possible and to be extended to the full length of the road. A deed of conveyance is to be given to the town showing the town's ownership of the road and water and sewer lines on Hamlyn Heights. All in favor, motion carried.</p>
3		<p>A letter from Dianne Whalen, Minister, Department of Municipal Affairs stating approval of funding in the amount of \$53,300 to supplement existing funding of \$225,000 for a road upgrading project.</p> <p>Motion #80 Sam Stack/David Doyle Proposed that Council is in agreement with the Mayor and Clerk of the town to enter into an agreement on behalf of Council to accept the approved funding of \$53,200 to supplement existing funding of \$225,000 for a road upgrading project based on a 90/10 Provincial/Municipal ratio. Furthermore it is proposed that Council's 10% which is \$5,085 will be taken from general revenue. All in favor, motion carried.</p>
4		<p>An application from David Green and Karen Vincent to build a house at 47 Long Run Road which is to replace building that burned in April 2009.</p> <p>Motion #81 Sam Stack/Randy Burton Proposed to approve in principle the application for David Green and Karen Vincent to build a house at 47 Long Run Road subject to the approval and inspection of the Inspections and Development Committee and Eddie. All in favor, motion carried.</p>

5		<p>Motion #82 Sam Stack/David Doyle Proposed to go with Option #3 of the Integrated Community Sustainability Plan(ICSP) which is Collaborative ICSP. Municipalities in Newfoundland and Labrador have the option of developing a Collaborative ICSP in partnership with any other municipalities, local services districts or unincorporated communities. The groups can be as small as two and as large as is practical for the region. In developing a Collaborative ICSP municipalities can pool their resources together to develop a regionally based ICSP, making the process more cost effective and efficient. The group will have the opportunity to include collaborative goals and actions where it makes sense as well as individual goals and actions where collaboration is impractical. This process requires focused work for the initial setup but it can be the least intensive and most rewarding on a regional basis. The focus of the ICSP should be on a five year plan with allowances for issues regarding longer term goals as well. The guide outlines the required content of an ICSP but it does not provide a comprehensive step by step process. All in favor, motion carried.</p>
6		<p>Application from Sean Kieley to build a house on Hamlyn Heights. Motion #83 Sam Stack/David Doyle Proposed to approve application for Sean Kieley to build a house on Hamlyn Heights subject to the approval and inspection of the Inspections and Development and Eddie. All in favor, motion carried.</p>
7		<p>Motion #84 Randy Burton/Sam Stack Proposed to change Noise By Law Regulations stating no noise from 11:00 pm to 7:00 am. All in favor, motion carried.</p>
8		<p>Motion #85 David Doyle/Randy Burton Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 1:45 pm.</p>

Nat Hutchings, Mayor_____

Noreen Costello, Chief Administrative Officer_____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, JULY 20, 2009

PRESENT: Sam Stack, Jerry Hearn, David Doyle, Randy Burton, Richard Clements, Noreen Costello

ABSENT: Nat Hutchings

#	WHO'S RESPONSIBLE	ITEM
1		Deputy Mayor Stack brought the meeting to order at 7:00 pm.
2		<p>Greg Stokes was present to explain the 2008 audit financial statements. The town is carrying a deficit of \$34,474 for 2008. The format of the financial statements have changed as now there is depreciation of all capital assets such as roads, water and sewer lines. Greg stated that financially the town is doing good.</p> <p>Motion #86 David Doyle/Richard Clements Proposed the 2008 audit financial statements be approved as presented with a deficit of \$34,474. All in favor, motion carried.</p>
3		<p>Jeannine Kieley was present to inquire on the process of moving a fire hydrant in order to make a driveway between Margaret Kieley and Robert Howlett on the Main Road, Maddox Cove. Presently there is a fire hydrant that would have to be moved 12 or 15 feet to the right in order to make this possible. This will be inspected by the Buildings and Inspection Committee and Jackie/Eddie. The committee will come back to Council with a recommendation at which time Jeannine will be notified of Council's decision.</p>
4		<p>Crown Land Application from Michael Abbott, Motion Bay Road Extension to acquire land behind his property for the use of a workshop/garden, green house/cold cellar.</p> <p>Motion #87 Randy Burton/Richard Clements Proposed to approve the crown land application for Michael Abbott, Motion Bay Road Extension to acquire land behind his property. All in favor, motion carried.</p>
5		<p>Minutes of June 15, 2009 were read. There were no errors or omissions.</p> <p>Motion #88 David Doyle/Randy Burton Proposed minutes of June 15, 2009 be adopted as read. All in favor, motion carried.</p>
	BUSINESS ARISING	
6		<p>#2 Nat, Sam and Noreen met with Mayor Dennis O'Keefe, City of St. John's to discuss the extension of the town's boundaries. It is possible that the city limits sign has been moved closer to Maddox Cove. Mayor O'Keefe will have his staff check into this. If the city limits sign has not been moved a meeting will be held to discuss the extension of the town's boundaries.</p>

7		<p>Minutes of July 1, 2009 were read. There were no errors or omissions.</p> <p>Motion #89 David Doyle/Richard Clements</p> <p>Proposed minutes of July 1, 2009 be adopted as read. All in favor, motion carried.</p>
	BUSINESS ARISING	
8		<p>#5 Ryan Lane, Department of Municipal Affairs will help write the town's Integrated Community Sustainability Plan (ICSP) on August 3rd and 6th at 6:30 pm each evening.</p>
	TONIGHT'S AGENDA	
9		<p>Municipalities Newfoundland and Labrador convention will take place November 4 - 7 in Gander. A decision on how many will attend will take place the first meeting after the municipal election in September.</p>
10		<p>Tenders were received for the 2003 garbage truck as follows: Stricklands Auto Salvage Ltd \$6651; John Layden \$4,000</p> <p>Motion #90 Randy Burton/David Doyle</p> <p>Proposed to accept the tender from Stricklands Auto Salvage Ltd in the amount of \$6651. All in favor, motion carried.</p>
11		<p>Reg Chafe and James Everard both are interested in obtaining 14A Big Hill Road. Will inform them that the structure has to be removed and towed away within 45 days. If they both agree to this then a name will be drawn. Once it is decided who acquires this property the town's lawyer will have something drawn up stating that this property has been legally passed over.</p>
12		<p>St. Kevin's High School will be hosting a 2009 Provincial Student Leadership Conference October 15 - 17. The town has agreed to sponsor them for a Job Creation Program.</p> <p>Motion #91 Richard Clements/David Doyle</p> <p>Proposed the town sponsor a nutritional break for the 2009 Provincial Student Leadership Conference which will cost between \$700/\$800. All in favor, motion carried.</p>
13		<p>A letter from Sheila Whitten requesting the swail in front of her top driveway be repaired. The swail is so damaged when it rains it all runs into her driveway. Will have the Inspections and Development Committee and Jackie/Eddie inspect this area.</p>
14		<p>The City of St. John's is seeking support of municipalities for a resolution to lobby the government to change the highway act with respect to motor cycle noise.</p> <p>Motion #92 Jerry Hearn/Richard Clements</p> <p>Proposed Council support the City of St. John's in lobbying the government to change the highway act with respect to motor cycle noise. All in favor, motion carried.</p>
15		<p>A letter from Harold Howlett requesting a donation for the Antique and Classic Car Show which was held on July 12th.</p> <p>Motion #93 David Doyle/Randy Burton</p> <p>Proposed to donate \$50.00 to Harold Howlett in aid of the Antique and Classic Car Show. All in favor, motion carried.</p>

16		A letter from Danny & Tina Layden with concerns on their water pressure due to new homes coming on stream. Will have Jackie contact Dan Hynes to see if the new homes will affect their water pressure and if a second chlorine station will need to be installed to service the houses in Maddox Cove.
17		Application from Michael J. Hayes to build an extension. Motion #94 Randy Burton/Richard Clements Proposed to approve in principal the application for Michael J. Hayes to build an extension subject to the inspection and approval of the Buildings and Development Committee and Jackie/Eddie. All in favor, motion carried.
18		Application from John and Beverly Layden to build a house on the opposite side of the river from David Birmingham's. This application will not be approved due to the size of the lot required to build a house, a 10 foot easement is needed from the water line and this is a designated flood zone area.
19		Application from Coconut Grove Investments to build a house, Main Road, Maddox Cove. Motion #95 Jerry Hearn/David Doyle Proposed to approve in principal the application for Coconut Grove Investments to build a house, Main Road, Maddox Cove subject to the inspection and approval of the Buildings and Development Committee and Jackie/Eddie. All in favor, motion carried.
20		Motion #96 Randy Burton/David Doyle Proposed total invoices in the amount of \$29,036.97 be approved for payment. All in favor, motion carried.
21		The town's water supply is at a good level.
22		Motion #97 Richard Clements/Jerry Hearn Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:50 pm. Next meeting scheduled for August 10th.

Sam Stack, Deputy Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, AUGUST 10, 2009

PRESENT: Nat Hutchings, Sam Stack, Jerry Hearn, David Doyle, Randy Burton, Richard Clements, Noreen Costello

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:14 pm.
2		<p>James Everard & Reg Chafe were present as the two people interested in acquiring the property at 14A Big Hill Road. This property went on public auction for outstanding taxes. The first round there was one bidder which did not bid enough to cover 6 years taxes and legal fees pertaining to the property. The second public auction there were no bidders and as a result the Town is able to sell the property for whatever they want. As both James and Reg live in the area they were offered to take over the property with the stipulation they would have to remove the current structure and be responsible for any surveys to have the property placed in their name. Their two names were put in a bag and James Everard's name was drawn by Richard Clements.</p> <p>Motion #98 David Doyle/Randy Burton Proposed the town sell the property located at 14A Big Hill Road to James Everard for the sum of \$1.00 with the stipulation that the structure has to be removed within 60 days from the date of possession. The town's lawyer will have the legal papers completed conveying 14A Big Hill Road to James Everard. All in favor, motion carried.</p>
3		<p>Motion #99 David Doyle/Randy Burton Proposed to write off the amount of \$39,459.79 in outstanding taxes including interest for Cluney Best for the property located at 14A Big Hill Road. Nat Hutchings, Jerry Hearn, David Doyle, Randy Burton and Richard Clements in favor. Sam Stack not in favor, motion carried.</p>
4		<p>Minutes of July 20, 2009 were read. #21 should read The Town's water supply is at a good level according to inspection by town staff.</p> <p>Motion #100 Sam Stack/David Doyle Proposed minutes of July 20, 2009 be adopted with above noted correction. All in favor, motion carried.</p>
	BUSINESS ARISING	
5		<p>#3 Jackie is recommending Jeannine Kieley's request to move the fire hydrant in order to make a driveway between Margaret Kieley and Robert Howlett on the Main Road, Maddox Cove be denied due to the fact this may cause confusion for the fire department and also it is not a good policy to move fire hydrants. Will have the Building and Improvements Committee and Jackie further inspect this area.</p>
6		<p>#6 Bob Bishop, City of St. John's stated that Art Cheeseman is investigating the city limits sign. Sam also spoke with Art Puddister who indicated he will come to Maddox Cove to see where the sign is actually posted.</p>

7		#8 Ryan Lane, Department of Municipal Affairs had to cancel meeting with the town to help write the town's Integrated Community Sustainability Plan on August 3 & 6. Will follow up with Ryan to see if he can be available for future dates.
8		#10 Motion #101 Randy Burton/David Doyle Proposed to rescind Motion #90 in where it stated to accept the tender from Stricklands Auto Salvage Ltd in the amount of \$6651 for the 2003 garbage truck. Furthermore another tender was placed in The Telegram asking for the truck. All in favor, motion carried.
9		Two tenders were received on the 2003 garbage truck as follows: John Layden \$5,500; RJG Construction \$10,800. Motion #102 Sam Stack/David Doyle Proposed to accept the tender from RJG Construction in the amount of \$10,800 for the 2003 garbage truck. All in favor, motion carried.
10		#13 Jackie inspected the swail by Jerry Whitten's and has indicated it does need to be repaired and is recommending it be repaired when the paving is done in the subdivision.
11		#16 Nat spoke with Dan Hynes concerning the water pressure. Dan is recommending that some pressure tests be done, he will then meet with Jackie to see what long term effects there will be on water pressure in the future.
	TONIGHT'S AGENDA	
12		Motion #103 Sam Stack/Randy Burton Proposed that nominations for the September 29, 2009 election be held on Tuesday, September 8, 2009. All in favor, motion carried.
13		Sam suggested a notice be sent out to residents encouraging people to put their name forward for Council.
14		Motion #104 Richard Clements/Jerry Hearn Proposed the Returning Officer be paid the sum of \$250.00 for nomination day which will be from 8:00 am to 8:00 pm on September 8, 2009. This amount will be over and above her regular salary for that day. All in favor, motion carried.
15		Richard will get an estimate on having a santa sleigh made.
16		Letters from residents concerning barking dogs, roaming dogs and stray cats. Will have staff step up patrol on roaming animals. It was also agreed to contact the SPCA requesting they meet with Council to see if we can solve the problem of roaming and barking animals.
17		MRIF projects have been approved to go to tender. Tenders will be placed in The Telegram on Wednesday, August 12th.
18		Tenders for the Information Centre will be placed in The Telegram on August 22 nd . The building should be completed by the end of October.
19		The Youth Centre should be tendered by the end of August.
20		ACOA will be making an announcement on the Information Centre on Friday, August 14 th at 10:00 am on the Bidgood's site. Senator Fabian Manning will be present to make the announcement.

21		A letter from Gil and Ruby Hiscock, 67 Motion Bay Road requesting to subdivide their property to build a small house. The lot size would be 50 x 71. Will have the Building and Improvements Committee and Jackie inspect.
22		Quote from Allan Murphy in the amount of \$700.00 plus taxes to supply and install a steel cargo box and running board on the new garbage truck Also a quote from Avalon Ford of \$800.00 plus taxes for the truck. Council would like Jackie to get another quote on these items.
23		A letter from Jill O'Reilly, Mojo Gallery requesting her 2009 business tax in the amount of \$505.20 be written off due to the fact her business is not operating in 2009 due to health reasons. Motion #105 Sam Stack/Jerry Hearn Proposed to write off \$505.20 for 2009 business tax for Mojo Gallery due to the fact the business is not in operation in 2009. All in favor, motion carried.
24		A letter from Michael J. Hayes requesting "Slow Down Children at Play" sign to be placed in both directions on Cribbies Road opposite Skinner's Hill. The Building and Improvements Committee and Jackie will inspect area.
25		A letter from Dianne Whalen, Minister of Municipal Affairs approving a special assistance grant in the amount of \$8,500 on a 90/10 provincial/municipal cost shared basis to install culverts on the road leading to the water intake. The provincial share will be issued upon submission of invoices to the Eastern Regional office within 90 days of the date of the letter which is July 21, 2009. If invoices are not received by the deadline funding approval will be withdrawn.
26		A notice was sent to seniors asking if they are interested in having their property cleaned up, fence painted etc to contact the town office. This will be done over the next couple of weeks by the summer students.
27		Jerry to review the 2009 Water Drinking Report for the next meeting.
28		Application from Paul Tobin to build a deck. Motion #106 David Doyle/Jerry Hearn Proposed to approve the application for Paul Tobin to build a deck subject to the inspection and approval of the Building and Improvements Committee and Jackie. All in favor, motion carried.
29		The 2008 financial statements for Recreation are available for review. Motion #107 Sam Stack/Richard Clements Proposed to pay 50% of the invoice from Gregory Stokes in the amount of \$1243.00 for recreation's 2008 financial statements. All in favor, motion carried.
30		Motion #108 Sam Stack/David Doyle Proposed to approve invoices in the amount of \$23806.61 for payment. All in favor, motion carried.
	NEW BUSINESS	
31		Richard - A chainlink fence needs to be installed at the top of the property located at 63 - 69 Main Road where the water line was installed for the development of 10 lots.

32		Richard - Have the Building and Improvements Committee and Jackie inspect the drain by Bob Hand's property.
33		David - Suggested a letter be sent to Danny Layden indicating he requires a permit to excavate on his property located 215 - 219 Main Road, Maddox Cove
34		Sam - Have Jackie call Department of Work Services to have the pot hole filled by Cyril Whitten's on the Long Run Road.
35		Sam - Would like to be informed on the activities to be held at the Heritage Fair scheduled for September 4 th weekend.
36		Nat - Alan Moores is donating a print for the Youth Centre. Will have this print framed.
37		Motion #109 Jerry Hearn/Randy Burton Proposed the meeting be adjourned. All in favor, motion carried. Next meeting will be scheduled for September 14 th . Meeting adjourned at 9:30 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, SEPTEMBER 14, 2009

PRESENT: Nat Hutchings, Sam Stack, Jerry Hearn, Randy Burton, Richard Clements, Jack Ershler, Noreen Costello

ABSENT: David Doyle

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:07 pm.
2		Tom Clarke was present to submit an application for Crown Land located on Motion Bay Road Extension. The reason he is applying for this crown land is to access his own property in the same area. Motion #110 Sam Stack/Richard Clements Proposed to approve the application for Crown Land located on Motion Bay Road Extension for Tom Clarke. All in favor, motion carried.
3		Beverly Layden was present to discuss her application to build a house on the Main Road, waterfront area. Department of Environment has turned down her application to build as this is designated as a flood zone area. Nat will set up a meeting with the Department of Environment to discuss the possibility of taking this area out of the flood zone. Will inform Beverly the outcome of the meeting.
4		Chuck Hamlyn and Bob Hand were present to discuss Council's request that they install a guide rail the full length of Hamlyn Heights as Council feels the road is higher than the original plan. Also there was some discussion of placing no parking signs at the beginning of Hamlyn Heights and a 20 km speed sign. Motion #111 Sam Stack/Randy Burton Proposed that council pay 50% up to \$5,000 for the extra guide rail to be installed on Hamlyn Heights. All in favor, motion carried.
5		A letter from Paul Doyle requesting a raise in pay or full time status. There was some discussion on this and will be further discussed at the next meeting.
6		Minutes of August 10, 2009 were read. There were no errors or omissions. Motion #112 Richard Clements/Jerry Hearn Proposed that minutes of August 10, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
7		#2 The house on 14A Big Hill Road has been taken down.
8		#5 Jerry stated it was the recommendation of the Building and Improvements Committee and Jackie not to move the fire hydrant at the request of Jeannine Kieley in order to make a driveway between Margaret Kieley and Robert Howlett's properties. Ms Kieley has been notified of this decision.

9		#6 Noreen to follow up with Mayor O'Keefe on the city limit signs.
10		#12 8 nominations were received for the municipal election. The election will be held on Tuesday, September 29 th .
11		#15 Richard will get an estimate on having a santa sleigh made.
12		#16 Will contact the SPCA requesting they meet with Council to see if we can solve the problem of roaming and barking animals.
13		#17 The town's engineer is awaiting on word from Department of Municipal Affairs to award the tender for the MRIF Projects.
14		#21 Jerry stated the building application for Gil and Ruby Hiscock, 67 Motion Bay Road was not approved by the Building and Improvements Committee and Jackie as this is considered to be back lot development. The Hiscocks have been informed that their application was not approved.
15		#27 Jerry stated the 2009 Water Drinking Report indicates the THM's at a level of 115 which is in excess of the limit. Jerry will follow up to see what the THM's will show on the next report.
16		#33 Danny Layden has obtained an excavation permit for his property located at 215 - 219 Main Road, Maddox Cove.
17		#35 Council congratulated the Arts & Heritage Committee on such a great successful Heritage Fair held September 4 th to 6 th .
18		Minutes of August 24, 2009 were read. There were no errors or omissions. Motion #113 Sam Stack/Randy Burton Proposed that minutes of August 24, 2009 be adopted as read. All in favor, motion carried. There was no business arising from the minutes.
	TONIGHT'S AGENDA	
19		Motion #114 Sam Stack/Richard Clements Proposed to approve all by laws and agreements for the town. Any and all previous by laws are no longer in effect. All in favor, motion carried. Copies of the by laws will be sent to Department of Municipal Affairs.
20		Residents of Motion Bay Road are requesting "Children At Play" sign. Motion #115 Sam Stack/Jerry Hearn Proposed to purchase 2 Children At Play signs for Motion Bay Road. All in favor, motion carried.
21		Have Jackie contact Department of Work Services and Transportation on having a "Children At Play" sign placed across from Petty Harbour Convenience, Main Road, Petty Harbour.
22		A letter from Sean Martin, Executive Director, Municipal Assessment Agency indicating the average residential property will be increased by 22.0% for the 2010 assessment roll. There was some discussion on this and the financial burden this increase will place on some of the town's residents. Motion #116 Sam Stack/Jerry Hearn Proposed that the mil rate for the town be decreased from 11 mils to 9 mils beginning in 2010. All in favor, motion carried.

23		<p>The 2010/2011 Municipal Capital Works Program application has to be submitted by October 30, 2009.</p> <p>Motion #117 Sam Stack/Randy Burton</p> <p>Proposed to have the town's engineer submit the application for the 2010/2011 Municipal Capital Works Program to include the following:</p> <ol style="list-style-type: none"> 1. Sewer to be completed within the town 2. All roads to be paved <p>All in favor, motion carried.</p>
24		<p>Letter from Genevieve Mullins requesting a guide rail be installed next to her property on Church Lane to prevent damage to her property during the snowclearing season. The Finance Committee will consider this for the 2010 Budget. Also a guide rail for Church Lane will be considered in 2010 Budget.</p>
25		<p>Will have David review the Provincial Wellness Grant Program received from the Department of Health and Community Services.</p>
26		<p>Letter from Coconut Grove Investments requesting the town share the cost of having a guide rail/chain link fence installed at the top of the property located at 63 - 69 Main Road, Maddox Cove. The Building and Improvements Committee/Jackie will further inspect this area and have a recommendation for the next meeting.</p>
27		<p>Letter from Jacqueline Reddy requesting approval to operate a hair salon in her residence located at 106 Motion Bay Road. A notice will be sent to residents informing them of the proposed business. Jacqueline will be responsible for paying the cost of the notice to be mailed out.</p>
28		<p>An email from Steve Delaney, Race Director for the 2009 run Cape to Cabot informing the town that Blackhead Road will be closed from 8 am to 9:30 am on Sunday, October 18th due to the race.</p>
29		<p>The Integrated Community Sustainability Plan (ICSP) need to be completed for the town. Will discuss this when the new council is elected.</p>
30		<p>Motion #118 Jerry Hearn/Randy Burton</p> <p>Proposed invoices in the total amount of \$10415.90 be approved for payment. All in favor, motion carried.</p>
	NEW BUSINESS	
31		<p>Sam - Have Jackie look at running water on the Long Run Road where the new house is been built (former St. George's Hall).</p>
32		<p>Sam - Ask Greg Stokes to attend the next council meeting to explain the financial statements for the Development Corporation.</p>
33		<p>Jerry - Suggested a thank you letter be sent to the members of the Arts & Heritage Committee.</p>
34		<p>Richard - Some concerns over garbage around the new house being built on Main Road, Maddox Cove. It was suggested that home builders are responsible for the cleaning up of all garbage be written on their permit.</p>
35		<p>Motion #119 Richard Clements/Jerry Hearn</p> <p>Proposed that the Returning Officer be paid on election day \$300.00 over and above her normal days salary and the Poll Clerk be paid \$150.00. All in favor, motion carried.</p>

36		Sam - Would like Department of Municipal Affairs to be notified of the following years of service for: Sam Stack - 16 years Jerry Hearn - 12 years Nat Hutchings - 12 years Richard Clements - 12 years
37		Nat - Thanked Council and staff for all the work done over the last 4 years.
38		Motion #120 Sam Stack-Randy Burton Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 10:25 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

TUESDAY, OCTOBER 13, 2009

PRESENT: Nat Hutchings, Randy Burton, David Doyle, Jerry Hearn, Richard Clements, Ron Doyle, David Stack, Sam Lee, Noreen Costello

ABSENT: Sam Stack

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:05 pm.
2		Minutes of September 14, 2009 were read. There were no errors or omissions. Motion #121 Randy Burton/David Doyle Proposed minutes of September 14, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
3		#3 Nat will follow up with Keith Hutchings to arrange a meeting with the Department of Environment to discuss the flood zone area.
4		#4 Follow up with Chuck Hamlyn concerning the guide rail for Hamlyn Heights.
5		#9 Noreen to follow up with Mayor O'Keefe on the city limit signs.
6		#11 Richard will get an estimate on having a santa sleigh made.
7		#13 The paving portion of the MRIF project has started on Motion Bay Road.
8		#27 Council is in agreement with Jerry and Jackie's recommendation to have a double guiderail plus a warning sign stating steep area to be installed at the top of the property located at 63 - 69 Main Road, Maddox Cove. Will notify Coconut Grove Investments of Council's decision.
9		#27 Motion #122 Jerry Hearn/Randy Burton Proposed to approve the application for Jacqueline Reddy to operate a hair salon in her residence located at 106 Motion Bay Road. All in favor, motion carried.
	TONIGHT'S AGENDA	
10		Noreen took over the chair for the Swearing in of the new Council. The following were sworn in as the new council: Nat Hutchings, David Stack, Sam Lee, Jerry Hearn, David Doyle, Randy Burton, Ron Doyle.
11		Nominations were called for the position of Mayor. Ron Doyle nominated Nat Hutchings. Nat Hutchings accepted the nomination. David Stack nominated David Doyle. David Doyle declined nomination. Sam Lee nominated David Stack. David Stack declined nomination. Jerry Hearn called to cease nominations. Noreen Costello seconded. Nat Hutchings nominated as Mayor.

12		Nominations were called for the position of Deputy Mayor. Nat Hutchings nominated Ron Doyle. Ron Doyle accepted the nomination. Sam Lee called to cease nominations. David Stack seconded. Ron Doyle nominated as Deputy Mayor.
13		Nat gave the new council an update on the MRIF projects and the proposed Youth Centre.
14		Motion #123 David Doyle/Jerry Hearn Proposed to place a call tenders for the 2009/2010 snowclearing in the October 17 th edition of the Telegram. Tenders will close on Monday, November 2 nd at Noon. All in favor, motion carried. There was some discussion on the snowclearing contract. Will ask Jackie to be present at the next meeting to answer any questions Council may have on the contract
15		The 2010 Budget has to be submitted by December 31 st . A finance committee will be set up at the next meeting.
16		All committees of council will be set up at the next meeting.
17		The employee's contract will expire on December 31 st .
18		Municipalities Newfoundland and Labrador Convention will take place in Gander November 5 to 7. Nat and Randy will attend on behalf of Council.
19		A committee will be set up at the next council meeting for the Olympic Torch Relay which will be coming through Petty Harbour on November 13 th .
20		A letter from St. Kevin's High School requesting the town's support for their scholarship program to be held on Wednesday, November 4 th . Motion #124 Jerry Hearn/David Doyle Proposed to donate five scholarships of \$100.00 each to St. Kevin's High School. All in favor, motion carried.
21		Motion #124 David Doyle/Jerry Hearn Proposed to donate \$700.00 to St. Kevin's High School for a nutritional break for a Student Leadership Conference to be held on Thursday, October 15 th .
22		A letter from Harbour Authority requesting permits be waived for Coady's Construction for the contract to remove all old cribbing from Bidgood's property down to Leo Hearn's property. The cost for this project is approximately \$680,000. There was some discussion on this and it was agreed to have the chairperson of the Harbour Authority attend the next meeting to discuss the reason they are requesting to have these permits waived.
23		David Rawson and Chantal Thibodeau were in attendance to present a letter to council requesting a "No Parking on Right Away" sign be placed next to their property on Big Hill as they are having problems with their neighbor parking in the right of way which is causing a problem for them accessing their house. Jerry requested they submit a copy of their survey. Council agreed to put up a "No Parking At Any Time" sign in the right of way.
24		Randy left the meeting at 8:50 pm.
25		A letter from the Municipal Assessment Agency calling for nominations for Avalon Director. None of the councillors are interested in the position at this time.

26		Jerry stated he will address the issue of extending the town's boundaries at the NEAJC meeting.
27		David Doyle agreed to review Paul Doyle's request for reclassification.
28		The preparation of the agenda will be discussed at the next meeting. David Doyle suggested the agenda be made available a few days prior to the meeting.
29		Motion #125 David Stack/Ron Doyle Proposed invoices in the total amount of \$25704.06 be approved for payment. All in favor, motion carried.
30		Motion #126 Jerry Hearn/David Doyle Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:20 pm. The next meeting is scheduled for Monday, October 19 th .

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, OCTOBER 19, 2009

PRESENT: Nat Hutchings, Ron Doyle, David Stack, Jerry Hearn, David Doyle, Randy Burton, Noreen Costello

ABSENT: Sam Lee

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:03 pm.
2		Reg Best, Chairperson, Harbour Authority was present to discuss their request to have the permit waived for Coady Construction Limited the contractor doing work on the waterfront area. Reg informed Council that the contractor has built in the cost of the permit into their contract which is now not an issue and therefore they are redrawing their letter requesting the permit be waived. Randy Burton has agreed to attend the meetings of the Harbour Authority on behalf of Council in order to keep communications open.
3		Minutes of October 13, 2009 were read. There were no errors or omissions. Motion #127 Ron Doyle/David Stack Proposed the minutes be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
4		#3 Nat stated that Keith Hutchings, MHA is in the process of setting up a meeting with Department of Environment to discuss the flood zone area.
5		#4 Jackie to follow up with Danny Madden on the status of Hamlyn Heights.
6		#5 Noreen to follow up with Mayor O'Keefe on the city limit signs. Also follow up William Doyle and Associates on the town's request to have a survey done to determine the town's boundaries.
7		#8 An email has been sent to Coconut Grove Investments indicating that Council will not share the expense for the installation of a double guide rail and a warning sign.
8		#14 Tender for 2009/2010 snowclearing was in the October 17 th edition of The Telegram. Jackie was present to answer any questions on the snowclearing.
9		Council agreed not to grant permission to the contractor doing wharf repairs to hook up a breaker to the town's electrical outlet on the pole situated on the Northside waterfront.

10		<p>The following is the committee structure for 2009 - 2013:</p> <p>Finance: Nat Hutchings, David Doyle, David Stack, Randy Burton, Noreen Costello</p> <p>Inspections & Development: Jerry Hearn, Sam Lee, Jackie/Eddie</p> <p>Labor Management: Nat Hutchings, David Doyle, Randy Burton</p> <p>Tidy Towns: Nat Hutchings, Ron Doyle, David Stack, Jackie Williams/Connolly</p> <p>Torch Relay: Noreen Costello, Ron Doyle, David Stack, Nat Hutchings, David Doyle</p> <p>Liaisons: Development Corporation: Nat Hutchings Northeast Joint Town Council: Jerry Hearn Recreation Commission: Jerry Hearn</p> <p>David Doyle left the meeting at 8:45 pm.</p>
11		Ron Doyle will represent Council at St. Kevin's High School scholarship program on Wednesday, November 4 th .
	TONIGHT'S AGENDA	
12		The preparation of the agenda will be discussed at the next meeting.
13		A letter from Keith and Marjorie Noble requesting council's assistance in clearing up the stray cat problem in Motion Bay Subdivision. Noreen will contact the SPCA to see if there is anything that can be done to solve the problem.
14		<p>A letter from The Brigade Council of the CLB asking council to place a congratulatory message in their dinner program to celebrate their 117th Anniversary Dinner & Silent Auction. The cost is \$150.00.</p> <p>Motion #128 Randy Burton/David Stack Proposed to place a congratulatory message for the 117th Anniversary Dinner & silent Auction for The Brigade Council of the CLB at a cost of \$150.00. All in favor, motion carried.</p>
15		A letter from Jeff Hart requesting to operate a hybrid taxi and hybrid executive car service in Petty Harbour/Maddox Cove. Will send a notice to residents informing them of this proposed business stating any questions or concerns must be submitted in writing to the town office. Mr. Hart will be responsible for paying the cost to have this notice placed in the mail which is \$39.32.
16		<p>Motion #129 Ron Doyle/David Stack Proposed invoices in the total amount of \$918.80 be approved for payment. All in favor, motion carried.</p>
	NEW BUSINESS	
17		<p>Ron - Informed council that a stone will be placed at the War Memorial Site with the names of the soldiers serving in Afghanistan and will be ready for the November 11th ceremonies. On behalf of the War Memorial Committee Ron requested a donation from council to go towards the Remembrance Day Ceremonies.</p> <p>Motion #130 David Stack/Jerry Hearn Proposed to donate \$300.00 to the War Memorial Committee for the Remembrance Day Ceremonies. All in favor, motion carried.</p>
18		Ron - Once the final report for the Arts & Heritage Festival is completed a copy will be given to council.

19		Nat - Terry Hann, Department of Municipal Affairs was out to inspect the roof on the building in which the town has made a request for funding to the roof replaced. Mr. Hann will recommend to the department that the roof be replaced and indicated 3 quotes need to be obtained and submitted.
20		Motion #131 Jerry Hearn/Ron Doyle Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:10 pm. Next meeting scheduled for Monday, November 2 nd .

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, NOVEMBER 2, 2009

PRESENT: Nat Hutchings, Ronald Doyle, David Stack, Samuel Lee, David Doyle, Randy Burton, Noreen Costello

ABSENT: Jerry Hearn

#	WHO'S RESPONSIBLE	ITEM
1.		Mayor Hutchings brought the meeting to order at 7:10 pm.
2		David Rawson was present to discuss the issue of parking on the right of way on Big Hill. Mr. Rawson stated there is an abandoned vehicle on the right of way. Will have Jackie check on this vehicle. Council informed Mr. Rawson on the advice of their lawyer they were advised to take down the no parking sign on the right of way as the town does not own the right of way. The issue Mr. Rawson is having is between him and his neighbor which will have to be resolved between them.
3		Dan Hynes, Atlantic Technical Services and Jackie were present to discuss the problem of water pressure in Maddox Cove. Mr. Hynes stated the chlorine and ph systems are working on manual status. The pressure at the station is 35 PSI, Petty Harbour PSI is 135 and Maddox Cove its about 55 PSI. Because of the amount of pressure in Petty Harbour more pressure cannot be added to Maddox Cove. The present reducing valve station can be upgraded or a new station with 2 pressure reducing valves can be constructed and eliminate the old pressure reducing valve station. Mr. Hynes stated the present pressure reducing valve station is not safe, if a line were to break while down in the station a person has no chance of getting out. Mr. Hynes will do a report for Council to submit to the provincial government requesting funding for a new station. Mr. Hynes is estimating it will cost around a 1/4 of a million to replace the station. Jackie also informed Council that the flow meter is not working properly.
4		Minutes of October 19, 2009 were read. There were no errors or omissions. Motion #132 David Doyle/Randy Burton Proposed minutes of October 19, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
5		#4 Nat informed Council that Keith Hutchings has set up a meeting with the Department of Environment for Wednesday, November 4 th at 9:30 am to discuss the flood zone area.
6		#5 Have Jackie follow up with Danny Madden on the status of Hamlyn Heights.

7		<p>#6 Art Cheeseman, City of St. John's submitted a copy of the city boundary in Maddox Cove. A letter from William Doyle and Associates indicated the provincial act describing the boundaries of Petty Harbour/Maddox Cove is so general that the boundary could not be established with enough accuracy to guarantee the results. Mr. Doyle checked with the City of St. John's surveyor and was told that their boundaries are not described any more accurately either. The boundary as shown attached to Art Cheesemen's letter is their best estimate of where the boundary is located. Mr. Doyle is suggesting that the provincial government establish the boundaries with co-ordinates on the corners that can then be used to provide accurate boundary locations. Nat will set up a meeting with Keith Hutchings to further discuss the issue of the town's boundaries.</p>
8		<p>#7 Noreen will follow up with Coconut Grove Investments to see where the status is on installing a double guiderail and placing a warning sign at the top of 63 - 69 Main Road, Maddox Cove.</p>
9		<p>#8 One tender was received for the 2009/2010 snowclearing contract. T & D Enterprises submitted an hourly rate and a flat rate. After reviewing each once Council agreed to accept the flat rate. Motion #133 Ron Doyle/Randy Burton Proposed to accept a flat rate of \$68,000 including HST for the 2009/2010 snowclearing contract. Nat Hutchings, Ron Doyle, David Stack, David Doyle and Randy Burton in favor. Sam Lee abstained from speaking or voting on the issue as T & D Enterprises is owned by his son in law. Motion carried.</p>
10		<p>#13 Follow up with SPCA on the problem of stray cats in Maddox Cove.</p>
11		<p>#15 Jeff Hart has put his application on hold to operate a hybrid taxi and hybrid executive car service in Petty Harbour/Maddox Cove. He will notify the town if he is interested in pursuing this application at a later date.</p>
12		<p>#19 Follow up on getting quotes to replace the roof on the town building.</p>
	TONIGHT'S AGENDA	
13		<p>Motion #134 David Doyle/Randy Burton Proposed to approve funds of \$1,000 for the Olympic Torch Relay celebrations. All in favor, motion carried.</p>
14		<p>Motion #135 Randy Burton/David Stack Proposed to vote for Dan McDonald for the position of Business/CED Support Director with the Northeast Avalon Regional Economic Development Board. All in favor, motion carried.</p>
15		<p>The 2009 spring drinking water quality report will be deferred for the next meeting.</p>
16		<p>A letter from Greg MULLOWNEY, President, Deep Atlantic Sea Products requesting business tax in the amount of \$454.33 be written off because in their opinion they did not operate a business within the town. They did buy product directly from fishers which was trucked for processing elsewhere. Motion #136 David Doyle/David Stack Proposed to write off \$200.00 Business Tax plus \$254.33 Interest for Deep Atlantic Sea Products. All in favor, motion carried.</p>

17		Northeast Avalon Regional Economic Development Board will be holding their annual general meeting on Tuesday, November 17 th at 12:00 pm at the Capital Hotel, Kenmount Road. Nat will attend on behalf of Council.
18		Jack Ershler is requesting to be paid for a week in lieu of annual leave that he has due to being called back from his holidays back in July due to the death of Mrs. Doyle as Eddie and Paul were on bereavement leave. Motion #137 David Doyle/Sam Lee Proposed to pay Jack Ershler one week in lieu of annual leave. All in favor, motion carried.
19		Have Jackie call Work Services and Transportation about the storm drain by Kevin Chafe's on the Long Run Road which is quite deep. Randy Burton stated his car was damaged from going down into this storm drain.
20		Motion #138 Randy Burton/David Stack Proposed invoices in the total amount of \$6771.51 be approved for payment. All in favor, motion carried.
	NEW BUSINESS	
21		Sam - Water running on the Long Run Road needs to be looked at. Noreen stated Jackie has been in touch with Department of Work Services and Transportation on the matter. Also David Green the owner of the property is aware that it is his responsibility to resolve this problem.
22		Sam - Have Jackie look at the problem of water running on the Old Road in Maddox Cove.
23		David Stack - Recommended a letter be sent to Arthur Stack and Chris Worthman to have the trailer removed from the property located on the Northside beach. Note: Arthur owns the property, Chris Worthman owns the trailer.
24		David Stack - Expressed concerns on the issue of safety where the history board is located on the Lobster Pound property.
25		Ron - Asked Nat to speak on behalf of the Council at the War Memorial Service on November 11 th . Ron mentioned there may be some concerns on having a social afterwards because of the H1N1 virus.
26		Ron - Suggested a letter be sent to David Rawson as a follow up of tonight's meeting stating that Council on the recommendation of their lawyer cannot get involved in the dispute with him and his neighbor over parking on the right of way on Big Hill.
27		Ron - Property located on Cribbies Road owned by Peter Richardson is an eyesore. Suggested a letter be sent to Mr. Richardson requesting he have this property cleaned up.
28		Motion #139 David Stack/Randy Burton Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:40 pm. Next meeting scheduled for Monday, November 16 th at 7:00 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, NOVEMBER 16, 2009

PRESENT: Nat Hutchings, Ron Doyle, David Stack, Sam Lee, Jerry Hearn, David Doyle, Noreen Costello

ABSENT: Randy Burton

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:08 pm.
2		Council agreed to make the following amendments to the agenda: (1) ICSP; (2) Development; (3) Tidy Towns; (4) Road Issues
3		Minutes of November 2, 2009 were read. There were no errors or omissions. Motion #140 David Stack/Jerry Hearn Proposed minutes of November 2, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
4		#5 Nat and Keith Hutchings met with the Department of Environment concerning the possibility of changing the flood zone area to a non flood zone area. Before a flood zone area can be considered to be changed a study would have to be done. At this time there is no date to have a study done.
5		#6 Sam informed Council that himself and Jackie did an inspection of Hamlyn Heights. There is still some work to be done, Council will not take over the ownership of the road until all the development is brought up to standard. Chuck Hamlyn informed the office today that the guide rail will be installed by the end of this week.
6		#7 A meeting with Art Cheeseman, City of St. John's is scheduled for Wednesday, November 18 th @ 4:00 pm to discuss the boundaries of Petty Harbour/Maddox Cove and St. John's. Nat, Noreen, Keith Hutchings, Tom Osbourne and John Dinn will attend.
7		Kathy DaSalva, Coconut Grove Investments has indicated she had hired Layden's Trucking to install the guide rail and sign at the top of 63 - 69 Main Road, Maddox Cove.
8		#15 Jerry will review the 2009 spring drinking water quality report for the next meeting.
9		#23 The trailer owned by Chris Worthman and Marie Walsh has been sold and will be removed from the waterfront property this week.
10		#27 Follow up with Peter Richardson on his property located on Cribbies Road requesting he have this property cleaned up.
	TONIGHT'S AGENDA	

11		<p>Application for Selina Careen to build a house at 13 Kennedy's Lane.</p> <p>Motion #141 Jerry Hearn/David Doyle</p> <p>Proposed to approve the application for Selina Careen to build a house at 13 Kennedy's Lane subject to the approval and inspection of the Inspections and Development Committee and Jackie. All in favor, motion carried.</p>
12		<p>Quotes will be sent to Department of Municipal Affairs for the cost of repairing the roof on the town building.</p>
13		<p>Motion #142 Jerry Hearn/David Doyle</p> <p>Proposed Council to vote for Walter Butt for the position of Avalon Director for the Municipal Assessment Agency. All in favor, motion carried.</p>
14		<p>A letter from Keith and Marjorie Noble concerning stray cats in Maddox Cove. Noreen was in contact with the SPCA who indicated they do not have the manpower to come out and catch the stray cats. However if given notice they will take 2 cats at a time if they are brought into the SPCA. They also indicated they do not have any live cages to give the town to catch these stray cats. There was some discussion on this and it was agreed to contact the SPCA to inquire on where to obtain the live cages. A notice will be sent to residents informing them that live cages will be put in place and ask to keep their cats inside to avoid having them getting caught in the cages.</p>
15		<p>The Northeast Avalon Regional Economic Development Board will be hosting a series of workshops to explore options for development "Welcoming Communities" on Thursday, November 19th at 4:00 pm to be held at the Kinsmen Centre, 1288 Torbay Road. Jerry Hearn will attend.</p>
16		<p>The Integrated Community Sustainability Plan has to be submitted to government by December 31st. A notice will be sent to residents asking if anyone is interested in compiling a report.</p>
17		<p>Nat will be meeting with ACOA on Tuesday to discuss the construction of the Information Centre as tenders for this project came in over the estimated cost. ACOA wants to know the plans for this project by November 20th. Nat stated the town may need to contribute some funds between 7 and 21 thousand dollars in order for this project to move forward. Noreen will check to see if there is money available from the gas tax funding.</p> <p>Motion #143 Jerry Hearn/David Stack</p> <p>Proposed if money is available Council will contribute between 7 and 21 thousand dollars to the construction of the Information Centre. \$7,000 will be allowed in the 2009 budget and the remainder will be implemented in next years budget. All in favor, motion carried.</p>
18		<p>The town has been awarded the 2009 Tidy Towns award which was announced at the Municipalities Newfoundland and Labrador convention in Gander on November 6th.</p>
19		<p>Jerry stated there is some concern on water running onto the Main Road in Maddox Cove from a concrete driveway which will cause slippery conditions over the winter. Will have Jackie contact Department of Work Services and Transportation on this.</p>

20		Motion #144 Jerry Hearn/David Doyle Proposed invoices in the total amount of \$29629.02 be approved for payment. All in favor, motion carried.
	NEW BUSINESS	
21		Jerry - Asked if Coady's Construction has paid the permit for the construction on the waterfront. Noreen informed Council that Jerome Coady asked if the town had any site work to be done in lieu of paying for the permit. There is no site work that is needed at this time and will therefore request payment of the permit.
22		Nat - Thanked Ron for a very successful War Memorial Ceremony on November 11 th .
23		Nat - Thanked Noreen for heading up a great Olympic Torch Relay event on November 13 th .
24		Sam - Stated the sewer overflow in Maddox Cove is in need of having a couple of lengths of pipe added to the overflow which will solve the problem of sewer washing up on the rocks. Will have Jackie inspect the overflow.
25		David Doyle - Finance Committee Meeting Monday, November 23 rd @ 6:00 pm.
26		David Stack - The boardwalk on the waterfront in the area of construction needs to be taken away to prevent it from being destroyed. Will have Jackie place the boardwalk in the depot.
27		Motion #145 Ron Doyle/Jerry Hearn Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:12 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, NOVEMBER 30, 2009

PRESENT: Nat Hutchings, Ron Doyle, David Stack, Sam Lee, Jerry Hearn, David Doyle, Randy Burton, Noreen Costello

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:05 pm.
2		Council agreed to make the following amendments to the agenda: (1) Budget; (2) Reclassification Paul Doyle; (3) Arts & Heritage Final Report; (4) Congratulations to Jim Hamlyn Soccer Hall of Fame; (5) NAFO Disagreement; (6) Letter from Keith Hutchings
3		Minutes of November 16, 2009 were read. There were no errors or omissions. Motion #146 Randy Burton/David Stack Proposed minutes of November 30, 2009 were read. All in favor, motion carried.
	BUSINESS ARISING	
4		#7 Coconut Grove Investments have hired Layden's Trucking to install the guiderail at the top of 63-69 Main Road, Maddox Cove.
5		#8 Jerry gave an overview of the 2009 Spring Drinking Water Quality Report. Jerry indicated the THM's are increasing which is probably due to equipment failing in the chlorine house. He is setting up a meeting with the City of St. John's to discuss the different types of filtration systems that can be used for municipal water.
6		#9 The trailer owned by Chris Worthman and Marie Walsh has been sold and removed from the waterfront property.
7		#10 Peter Richardson has informed the office that he has hired Anthony Raymond to do renovations and clean up of his property located on Cribbies Road.
8		#14 Will follow up with the SPCA on obtaining live cages for stray cats. A notice will be sent to residents informing them that live cages will be put in place and ask to keep their cats inside to avoid having them getting caught in the cages.
9		#15 Jerry gave an overview of the Northeast Avalon Regional Economic Development Board workshop he attended on November 19 th .
10		#17 The site work has started today for the Information Centre. Nat informed Council that the extra funding needed for the completion of the Information Centre will probably end up to be in kind contributions.
11		#21 Will follow up with Coady's Construction on payment for permit for waterfront construction.

	TONIGHT'S AGENDA	
12		A notice has been sent to residents asking for quotes on completing the Integrated Community Sustainability Plan for the town. A couple of residents are interested in submitting a quote.
13		A referral letter from Department of Natural Resources for Layden's Trucking obtain a permit to borrow material located behind their garage in Maddox Cove. This is a renewal of the permit which has been ongoing for the past few years. Council has no objection to the continuation of this permit.
14		Letter from Haseen Khan, Department of Environment stating their department has requested funds in the 2010-11 budget to update flood risk mapping. Petty Harbour/Maddox Cove will be added to the list of communities that needs updated flood risk mapping on a priority basis.
15		Service Awards have been received from Department of Municipal Affairs for councillors who have served on municipal council for 12, 16, 20 years or more. Council decided they will present these awards during the Volunteer Night celebrations in April 2010.
16		The Tidy Towns Evaluation has been received and available for review.
17		A letter from David and Kelly Raymond, 40 Mountain View Drive, Goulds thanking Council for the warm reception and inclusion of their family in the community events held the morning of the Olympic Torch Relay on November 13 th . Their daughter Rebecca was an official torchbearer and the fact that the town welcomed and included them, specifically Rebecca in all the excitement and events speaks volumes of the type of community Petty Harbour/Maddox is and the residents who reside there. Council were pleased to have a positive feedback and will acknowledge David and Kelly's letter.
18		It was agreed by Council to hold a Christmas Social in the Island Flakes Room this year rather than going out for dinner. This social will be on December 14 th at 6:30 pm.
19		Motion #147 David Doyle/Jerry Hearn Proposed to increase the staff Christmas bonus from \$400.00 to \$500.00 due to the fact that Council will not be taking them out for dinner. Nat, Ron, Jerry, David Doyle and Randy in favor. David Stack and Sam Lee not in favor. Motion carried.
20		Motion #148 Jerry Hearn/Ron Doyle Proposed to stay status quo of \$100.00 Christmas Bonus for Councillors. All in favor, motion carried.
21		A letter to be sent to residents of Hamlyn Heights informing them garbage is to be brought to area of Tobin's property to be collected.
22		A letter to be sent to Chuck Hamlyn stating the road is not up to standard of Council and therefore will not be taken over by Council until brought up to standard.
23		Thank you cards received from Museum and War Memorial Committees thanking Council for their support of the Arts & Heritage Festival and Remembrance Day Services. Ron presented the final report for the Arts & Heritage Festival. Presently they have \$3,159.33 in their bank account.

24		31A Main Road has been notified that using water of neighbor is not permitted if your services have been disconnected for non payment of taxes. If full payment of taxes is not paid by December 3 the account will be sent to a Collection Agency.
25		David Doyle informed Council that the budget process has started. If Council would like any items included in the budget contact Noreen.
26		David Doyle stated he is still working on the reclassification process for Paul Doyle.
27		Ron recommended a letter of congratulations be sent to Jim Hamlyn on his induction into the Newfoundland and Labrador Provincial Soccer Hall of Fame.
28		Jerry will do a letter to Loyola Sullivan stating Council is not in agreement with the NAFO decision.
29		A letter from Keith Hutchings congratulating the town on receiving the 2009 Tidy Town Award.
30		Motion #149 David Doyle/Randy Burton Proposed invoices in the total amount of \$11455.57 be approved for payment. All in favor, motion carried.
31		Motion #150 Randy Burton/Ron Doyle Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:15 pm. Next meeting scheduled for December 14 th at 6:00 pm.

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY, DECEMBER 14, 2009

PRESENT: Nat Hutchings, Ron Doyle, David Stack, Sam Lee, David Doyle, Randy Burton, Noreen Costello

ABSENT: Jerry Hearn

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 6:07 pm.
2		Minutes of November 30, 2009 were read. There were no errors or omissions. Motion #153 Ron Doyle/David Doyle Proposed minutes of November 30, 2009 be adopted as read. All in favor, motion carried.
	BUSINESS ARISING	
3		#8 Motion # 154 Sam Lee/David Stack Proposed that Council purchase two live cages to take care of the stray cat situation in Maddox Cove. All in favor, motion carried.
4		The government has passed the NAFO decision.
5		#26 David Doyle is still working on the reclassification process for Paul Doyle.
6		Minutes of December 9, 2009 were read. There were no errors or omissions. Motion # 155 Randy Burton/Sam Lee Proposed minutes of December 9, 2009 be adopted as read. All in favor, motion carried.
7		There was no business arising from the December 9, 2009 minutes.
	TONIGHT'S AGENDA	
8		Michael O'Reilly would like to know the reason the right of way leading to 44 Main Road is not being plowed. He is asking that this right of way be plowed. Council stated they will not be plowing this right of way as is leading into a private driveway. In the past this right of way was plowed due to sickness in the family of the previous owners. Council has not plowed this right of way since 2007. Will notify Mr. O'Reilly to inform him that Council will not be plowing this right of way.

9		<p>Danny Layden and Terry Stack of T & D Enterprises were present to discuss the plowing of Hamlyn Heights which is a road to be taken over by the town but was not included in the tender for snowclearing for this season. As this will be an extra cost to the contractor they quoted a price of \$2,000.00 versus \$150.00 to plow for each snowfall.</p> <p>Motion # 156 Ron Doyle/David Stack Proposed to accept the quote of \$2,000.00 from T & D Enterprises for the snowclearing of Hamlyn Heights for this season. All in favor, motion carried.</p>
10		<p>Three quotes were submitted to complete the Integrated Community Sustainability Plan as follows:</p> <p>Sam Stack - \$3,000.00 Peter Gard - \$12,628.99 Dawn Chafe - \$15,000.00</p> <p>Motion #157 Sam Lee/Randy Burton Proposed to accept the quote from Sam Stack in the amount of \$3,000 to complete the Integrated Community Sustainability Plan. All in favor, motion carried.</p>
12		<p>A letter from Leo Puddister, Employee Relations Officer, NAPE stating he would like to start salary negotiations for the employees of the town as per Article 32 and Appendix S - Salaries. Will contact Mr. Puddister and ask for a list of proposals and give him David Doyle as the contact person.</p>
13		<p>Motion # 158 Ron Doyle/David Stack Proposed invoices in the total amount of \$20638.32 be approved for payment. All in favor, motion carried.</p>
14		<p>Randy submitted a plans from the Harbour Authority for the construction on the waterfront area.</p>
15		<p>Municipal Orientation Seminar January 30, 2010 deferred until the next meeting.</p>
16		<p>Canadian Red Cross Campaign for Disaster Management deferred for the next meeting.</p>
17		<p>Motion #159 Ron Doyle/David Doyle Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 6:58 pm. Next meeting scheduled for January 11, 2010.</p>

Nat Hutchings, Mayor _____

Noreen Costello, Chief Administrative Officer _____