

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, JANUARY 11, 2010**

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

**ABSENT:** David Doyle, Randy Burton

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:03 pm.
2		Sam Stack and Michelle Power were in attendance to present the ICSP Vision Statement to the town. Mike Hearn was present from the public. If Council has anything to add to the Vision Statement they are to contact Noreen who will pass on the information to Sam and Michelle. Sam and Michelle passed out a chart which they want completed by Monday, January 18 <sup>th</sup> . All information will be compiled and put into the ICSP Report.
3		<b>Motion #1 Ron Doyle/Sam Lee</b> Proposed Council rescind Motion #82 of July 1, 2009 minutes which states as follows: Proposed to go with Option #3 of the Integrated Community Sustainability Plan (ICSP) which is Collaborative ICSP.
4		<b>Motion #2 Sam Lee/Ron Doyle</b> Proposed Council go with Option #2 Stand Alone of the Integrated Community Sustainability Plan (ICSP) which is one municipality, one strategic plan approach. All in favor, motion carried.
5		Minutes of December 14, 2009 were read. #9 should read Proposed to accept the quote of \$2,000 from T&D Enterprises for the snowclearing of Hamlyn Heights for this season opposed to the hourly rate of \$150.00. <b>Motion #3 Sam Lee/Jerry Hearn</b> Proposed
	<b>BUSINESS ARISING</b>	
6		#14 Plans from the Harbour Authority for the construction on the waterfront area will be placed on the wall in the Council Chambers.
	<b>TONIGHT'S AGENDA</b>	
7		<b>Motion #4 Ron Doyle/David Stack</b> Proposed that the Town increase their operating line of credit from \$68,000 to \$100,000 from January 1 <sup>st</sup> to April 15 <sup>th</sup> . As of April 16 <sup>th</sup> the operating line of credit will revert back to \$68,000. All in favor, motion carried.

8		<p><b>Motion #5 Jerry Hearn/Ron Doyle</b>  Proposed to approved the 2010 Budget with total revenues of \$662,680.00 and total expenditures of \$662,680.00. The following taxes have changed for 2010 with all other taxes remaining the same as in 2009:  Mil Rate - .09 mils  Minimum Property Tax - \$600.00  Garbage Tax - \$65.00  Minimum Business Tax - \$300.00  All in favor, motion carried.</p>
9		<p>Municipal Training &amp; Development Corporation will be hosting a Municipal Orientation Seminar on Saturday January 30<sup>th</sup> from 9:00 - 5:00 at the Fluvarium. Anyone interested in attending this seminar must let Noreen know by Friday, January 15<sup>th</sup>.</p>
10		<p>A letter from the Canadian Red Cross requesting a donation of \$1.00 per capita to support the for the Red Cross Prepared Campaign.  <b>Motion #6 Jerry Hearn/David Stack</b>  Proposed to donate \$1,000.00 to the Red Cross Prepared Campaign.  All in favor, motion carried.</p>
11		<p>A letter from Keith Hutchings stating over the next few weeks he will be meeting with various groups and organizations through his District to discuss issues of concern and any planned initiatives they may be undertaking this year. Will contact Keith's office to set up a meeting with him. Also Council would like to set up a meeting with Siobhan Coady, MP.</p>
12		<p>A memo from Department of Municipal Affairs concerning a 2010/2011 expenditure forecast for the Canada/Newfoundland &amp; Labrador Infrastructure Programs to be submitted by January 15, 2010. This has been forwarded on to Robin Summers, Mae Design for review and submission.</p>
13		<p>A quote from Gregory Stokes in the amount of \$3,000 to prepare/audit the 2009 financial statements. Also a quote of \$1,487 to prepare and audit the Town's Tangible Capital Assets.  <b>Motion #7 Jerry Hearn/Ron Doyle</b>  Proposed to accept the quoted prices from Gregory Stokes in the amount of \$3,000 for the 2009 financial statements and \$1,487 for the audit of the Town's Tangible Capital Assets. All in favor, motion carried.</p>
14		<p><b>Motion #8 Ron Doyle/David Stack</b>  Proposed that Council implement a smoke free outdoor recreation and sport area policy. All in favor, motion carried.</p>
15		<p>A copy of a letter sent to Eastern Waste Management from Randy Simms, Mayor of Mt. Pearl requesting a meeting with representatives of all municipalities being invited to attend to further consider the proposed allocation of Residential Drop Off (RDO) and the Household Waste (HHW) costs.</p>
16		<p><b>Motion #9 Jerry Hearn/Ron Doyle</b>  Proposed to vote for Deborah Quilty for Avalon Regional Director with the Municipal Assessment Agency. All in favor, motion carried.</p>

17		A letter from Lori Anne Companion, Assistant Deputy Minister, Department of Municipal Affairs stating the four year allocation for the Town with respect to gas tax funds will be in the amount of \$181,644.56. This will be paid out in eight equal installments starting October 2010. All 2006/2010 gas tax funding must be spent by March 31, 2010.
18		Application for the 2009/2010 Seniors Community Recreation Grant Program will be deferred for David Doyle's review and submission.
19		A letter from Tom Hedderson, Acting Minister, Department of Municipal Affairs formally appointing Noreen to the Technical Committee for the Northeast Avalon Regional Plan in accordance with section 9 of the Urban and Rural Planning Act, 2000.
20		A thank you letter from Jill Brewer, Director of Recreation, City of St. John's for the town's involvement in the Olympic Torch Relay on November 13, 2009.
21		<b>Motion #10 Jerry Hearn/David Stack</b> Proposed total invoices in the amount of \$25,791.54 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
22		<b>Motion #11 Sam Lee/Jerry Hearn</b> Proposed that all town properties including vehicles be smoke free. All in favor, motion carried.
23		David Stack - Suggested staff have some training with respect to confined spaces. Council agreed with this suggestion.
24		Ron - Suggested photos of present and former councillors should be put up in the Council Chambers. Ron will look at getting this organized.
25		Ron - Indicated that committees need to be put in place for the mandate of the Youth Centre.
26		Jerry - Gates at the Chlorine Station have been taken down and should be replaced for safety reasons. Will inform Jackie to have these gates put back.
27		Jerry - People are up by the Chlorine Station and RC Cemetery target shooting. Will have signed done "Firearms Prohibited. Violators will be prosecuted".
28		Nat - Presented Stella Lee an arrangement of flowers on the occasion of her 90 <sup>th</sup> birthday.
29		Sam - Stated he wants the water and sewer going to his waterfront property disconnected. Noreen will check to see if this is done will he still have to pay for water and sewer.
30		<b>Motion #12 Jerry Hearn/Ron Doyle</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 10:03 pm.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, JANUARY 25, 2010**

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

**ABSENT: David Doyle, Jerry Hearn**

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:05 pm.
2		Minutes of January 11, 2010 were read. There were no errors or omissions. <b>Motion #13 Ron Doyle/David Stack</b> Proposed minutes of January 11, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#11 Council met with Keith Hutchings to discuss infrastructure programs. Keith will meet with the Minister of Municipal Affairs to discuss these programs. He will also meet with the Minister of Health & Community Services to discuss service programs.
4		#16 Nat spoke to Deborah Quilty who expressed her thanks to Council for voting for her for the Avalon Regional Director with the Municipal Assessment Agency.
5		#25 Will discuss at the next meeting on setting up committees for a mandate for the Youth Centre.
6		#23 Noreen will follow up on having training for confined spaces for the staff.
7		#29 Noreen will follow up to see if a resident is liable to pay for water and sewer if the services are requested to be disconnected.
	<b>TONIGHT'S AGENDA</b>	
8		A letter from Barry Chaulk, Senior Business Advisor, Canadian Imperial Bank of Commerce confirming that the Debt Restructuring Loan was paid in full on January 2, 2010.
9		Nat and David Doyle met with Leo Puddister, Nape and Ed Maher, Shop Stewart to negotiate the staff contract which expired December 31, 2009. Staff are looking for an increase of \$2.00 per hour over a 3 year contract. They are also looking for Paul Doyle's position to be made permanent..
10		ICSP Stakeholder Input forms to be submitted by Wednesday, January 27 <sup>th</sup> .
11		The 2009 Summer Drinking Water Quality Report to be given to Jerry at the next meeting for review.

12		A letter from Peter MacKay, Minister of National Defence stating all factors considered, there are no discernable deficiencies in the region that warrant an increase in the ability to deliver Canadian Forces response by basing additional costly helicopters in the St. John's area which is in response to a letter sent to Minister MacKay requesting Canadian Forces be stationed in St. John's due to the helicopter crash in March of 2009.
13		<b>Motion #14 David Stack/Ron Doyle</b> Proposed to submit a funding application to Canadian Heritage for Canada Day Celebrations. All in favor, motion carried.
14		<b>Motion #15 Ron Doyle/Randy Burton</b> Proposed to submit an application for the 2010 Tidy Towns Competition at a cost of \$150.00 for the registration fee. All in favor, motion carried.
15		<b>Motion #16 Randy Burton/David Stack</b> Proposed invoices in the total amount of \$7229.95 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
16		Nat - Will have the engineer do plans for a cost on the following projects: (1) pressure reducing valve station; (2) chlorine station screens; (3) sewer extension; (4) new chlorine station. Will ask engineer to meet with council at the next meeting to discuss these projects.
17		Sam - Have Jackie contact Work Services and Transportation to have drains cleaned out on the Main Road, Maddox Cove because of the silt running down from the new subdivision.
18		Nat - Have Jackie call NF Power to replace light on the pole by Dennis Maher's property.
19		David Stack - Suggested a Neighborhood Watch Committee be set up due to the vandalism in the community over the last couple of weeks.
20		David Stack - Inquired on the installation of the septic systems for the new homes being built on the Main Road, Maddox Cove.
21		David Stack - Throw a bouquet to Jackie Connolly on her great volunteer work.
22		Ron - The Arts & Heritage Committee have applied for funding to hold an Arts & Heritage Festival in September.
23		<b>Motion #17 Sam Lee/Ron Doyle</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:55 pm.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, FEBRUARY 8, 2010**

**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 7:05 pm.
2		Sam Stack and Michelle Power were present to give an update on the ICSP. Council has to decide on how they intend to keep up the plan. The ICSP Stakeholder Input forms were reviewed which identified the priorities of projects for the town. A notice will be sent out to residents informing them there will be an information session for review of ICSP on Thursday, March 4 <sup>th</sup> at 7:30 pm.
3		David Doyle left the meeting at 8:55 pm.
4		Minutes of January 25, 2010 were read. There were no errors or omissions. <b>Motion #18 David Stack/Sam Lee</b> Proposed minutes of January 25, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
5		#5 Will discuss at the next meeting on setting up committees for a mandate for the Youth Centre.
6		#6 Jackie, Eddie and Paul will attend a training session for confined spaces on February 18 <sup>th</sup> at Hazmasters Training Centre, 22 Sagona Avenue, Mt. Pearl
7		#9 There was a misunderstanding from what staff have asked for in their staff contract which expired December 21, 2009. They have requested \$2.00 per hour per year over a 3 year contract which is in total \$6.00 over 3 years. It was agreed by Council that the negotiating committee would take care of the details and come back to council once a final agreement has been made.
8		Jerry gave an update on the 2009 Summer Drinking Water Quality Report. The THM's are 140.5 ug/L. This exceeds the recommended guideline of 100 ug/L. Jerry will investigate a short term resolution to bring down these THM's.
9		#16 Robin Summers, Mae Design is in the process of doing a plan and cost for the following projects: (1) pressure reducing valve station; (2) chlorine station screens; (3) sewer extension; (4) new chlorine station. Once Robin has completed the plans and cost estimates will ask him to attend a meeting to discuss.
	<b>TONIGHT'S AGENDA</b>	

10		Will request permission from NF Power to erect town signs in the sand pit coming into Petty Harbour.
11		A letter from Tom Hedderson, Minister (Acting), Department of Municipal Affairs emphasizing the importance of encouraging the town's administrator to attend the Professional Municipal Annual Convention to be held April 21 - 23 at the Holiday Inn in St. John's.
12		Ron gave an update on meeting with Siobhan Coady last Monday night. Infrastructure projects were discussed and it was recommended to submit these as soon as possible. Also there were discussions on obtaining funding for an Economic Development Officer, staffing for the Youth Centre and funding for the Heritage Fair.
13		Council agreed the next Council meeting will be held on March 8 <sup>th</sup> in order for Noreen to prepare and send out tax bills. If something comes up that needs to be dealt with Council will have a meeting.
14		<b>Motion #19 Jerry Hearn/Sam Lee</b> Proposed invoices in the total amount of \$20510.91 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
15		Ron - Will follow up on holding an event for Volunteer Week.
16		David Stack - Attended a Municipal Orientation Seminar on January 30 <sup>th</sup> which he found to be very informative on the roles and responsibilities of council and staff.
17		Sam - Armour Stone on Old Maddox Cove Road moves each time there is a rough sea. Will have Jackie check on this.
19		<b>Motion #20 David Stack/Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:25 pm.

**Nat Huthings, Mayor** \_\_\_\_\_

**Noreen Costello, Chief Administrative Officer** \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, FEBRUARY 22, 2010**

**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 7:10 pm.
2		Minutes of February 8, 2010 were read. There were no errors or omissions. <b>Motion #21 Ron Doyle/Randy Burton</b> Proposed minutes of February 8, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#5 There was some discussion on setting up a committee for a mandate for the Youth Centre. Council will meet next Tuesday, March 2 <sup>nd</sup> at 7:00 pm to discuss the operating and programs of the centre.
4		#7 David Doyle informed Council that the Finance Committee will meet before the next council meeting to recommend an amount to Council to offer the employee's in their contract which expired December 31, 2009. The Finance Committee will meet on Tuesday, March 2 <sup>nd</sup> at 6:00 pm.
5		#6 Jackie, Eddie and Paul will do training for confined spaces on Thursday, February 25 <sup>th</sup> at the town office.
6		#9 Nat will follow up with Robin Summers on the cost for the MRIF projects to be submitted to government for funding.
7		#10 A letter has been sent to Newfoundland Power requesting permission to erect town signs in the sand pit coming into Petty Harbour.
	<b>TONIGHT'S AGENDA</b>	
8		Harry Chafe was present to inform Council of an incident which occurred on February 13 <sup>th</sup> in the Centre. Recreation would like to ban the person involved from future Centre and Ballfield functions. Council is recommending Recreation to file an incident report to Council. Council will then ask the town's lawyer to send a letter to this person indicating they will be barred from future centre and ballfield functions. This person will have 30 days to appeal this decision.



9		Volunteer Week is April 18 - 24. The centre is booked for April 24 <sup>th</sup> to hold a function for the volunteers. Mayor Hutchings signed a Proclamation recognizing Volunteer Week to be April 18 - 24, 2010. There was some discussion on having each committee to do a presentation of their activities over the last year. Nat, Ron, David Stack and Noreen will sit on the committee for Volunteer Week.
10		The live cages have been taken in for now, will see if the problem of stray cats has been resolved. If there are more complaints the cages will be put out again.
11		Tangible Capital Assets for the town have been prepared by Gregory Stokes, the town's auditor. A copy is available for review.
12		A quote of \$35,153.05 was received from Hickman Motors for the purchase of a new pickup truck. Council would like Jackie to get another quote on a new pickup truck and also a couple of quotes on a used picked. Council will then review these quotes at the next meeting.
13		An application for nomination of the Urock Volunteer Awards was received from Keith Hutchings, MHA, Ferryland District. This award recognizes the contribution of young volunteers and organizations with a connection to young people. The deadline for nominations to be submitted is March 15, 2010. Will pass this application on to Recreation.
14		A letter from Glenda O'Brien requesting approval to subdivide property located at 37 - 39 Cribbies Road and build a two storey home to the north west of the existing house. Access to the new home would be via a new driveway over a culvert. Will have Inspections and Development Committee and Jackie inspect this area and come back with a recommendation to Council for the next meeting.
15		A letter from an undisclosed resident tanking people who snow clear our roads. Thanked Council and various committees for a great job. Stated events in centre run extremely late. Suggested time be changed to have events end earlier. Council will suggest to Recreation that the bar close at 1:00 a.m. for future events.
16		Emails and photos from Mabella Whitten stating Hannaford's Lane be repaired. Will have Jackie inspect this road to see what can be done.
17		Employment Opportunity for Administrative Assistant to be sent out to the public.
18		<b>Motion #22 David Doyle/Sam Lee</b> Proposed invoices in the total amount of \$8893.33 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
19		David Doyle - Tony Doyle would like approval from Council to adopt a spot by the town office. David will check on the ownership of this spot.
20		Ron - Museum Committee would like to have financial statements prepared for the Museum. Noreen indicated all groups will come under the town's financial statements.

21		Ron - Some members of the Museum Committee are thinking they may be mold in the Museum. They are requesting Council have the area inspected for mold. Also the Museum Committee would like to look at short term and long term plans for the Museum.
22		Sam - Will look at the armour stone on Old Maddox Cove Road with Jackie to see what needs to be done to have it repaired.
23		David Stack - Have Jackie contact Work Services and Transportation to look at the shoulder of road across from Cooper's Cove in Maddox Cove.
24		Nat - There was a new Recreation Committee elected on February 21 <sup>st</sup> which comprise of the following: Harry Chafe, Chairperson, Perry Stack, Vice Chairperson, Linda Hearn, Treasurer, Karen Fahey, Secretary, Linda Doyle, Jane Doyle, Gertrude Kennedy, Isabel Turner and Gladys Hutchings.
25		<b>Motion #23 Ron Doyle/David Doyle</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:18 pm.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

# TOWN OF PETTY HARBOUR/MADDOX COVE

## REGULAR MEETING

MONDAY, MARCH 8, 2010

**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 7:08 pm.
2		Council agreed to place David Rawson first on the agenda.
3		David Rawson was present to discuss ownership of the right of way on Big Hill. Mr. Rawson has information from Crown Lands stating the town has ownership of the right of way. Mr. Rawson would like to have the No Parking signs placed back on the right of way as he is having problems accessing his property due to the vehicles parked on the right of way. Council will have the town's lawyer review the information supplied by Mr. Rawson. Once the results are received from the lawyer we will inform Mr. Rawson.
4		Council agreed that in future any information pertaining to a council matter should be submitted at least 2 weeks in advance of the council meeting.
5		PHMC Recreation Committee were present as follows: Harry Chafe, Linda Hearn, Gert Kennedy, Perry Stack, Jane Doyle, Isabel Turner, Linda Doyle and Gladys Hutchings. The committee wanted to discuss the incident which occurred on February 13 <sup>th</sup> at the centre. Some of the members wanted to express their opinion on what happened that night. Council will have the town's lawyer send the person involved a letter barring them from the centre and all recreational facilities for an indefinite period.
6		Recreation Committee would like to know if Council has any plans to do some renovations of the centre. They expressed that the centre needs to be painted and washrooms need to be replaced. David Doyle agreed to get together with Recreation to do a plan for Recreation.
7		The staff contract was discussed. Noreen left the chambers for this discussion.
8		Minutes of February 22, 2010 were read. There were no errors or omissions. <b>Motion #24 David Doyle/Jerry Hearn</b> Proposed minutes of February 22, 2010 be adopted as read. All in favor, motion carried.
9		Randy left the meeting at 9:10 pm.
	<b>BUSINESS ARISING</b>	
10		#9 Ron gave an update of the meeting held for Volunteer Night indicated that the invitations have been sent out. The committee will meet again on March 15 <sup>th</sup> .

11		#14 Sam and Jackie inspected the area for Glenda O'Brien who is requesting to subdivide the property which is located at 37 - 39 Cribbies Road. Sam and Jackie are recommending the application be approved to build a house. With respect to the river running through the property Ms. O'Brien will have to contact Department of Environment.
12		#22 Will have the town's engineer look at the armour stone on Old Maddox Cove Road to see what needs to be done to have it repaired.
13		David Doyle left the meeting at 9:40 pm.
	<b>TONIGHT'S AGENDA</b>	
14		<b>Motion #25 Jerry Hearn/Sam Lee</b> Proposed to approve a permit from the Department of Environment and Conservation, Water Resources Management Division to operate a Class 1 Wastewater Collection System for the town. All in favor, motion carried. This permit is valid until there is a change in the classification of the wastewater collection system or as may be determined by the Department of Environment.
15		Nat informed Council he will meet with Sam Stack to gather previous information on the proposed youth centre to present to Council at the next meeting.
16		Safety Training - Falling & Trench Training to be deferred for the next meeting.
17		Health & Safety Manuel to be deferred for the next meeting.
18		Quotes on new and used truck to be deferred for the next meeting.
19		Letters to be sent to Robert Doyle and Betty Best stating they need to submit a medical note and confirmation there isn't anyone living in their household that can place the garbage on the side of the road for pickup. Until Council receives this information for review their garbage will no longer be taken from their garbage bins.
20		Letter from Selina Careen re taxes to be deferred for the next meeting.
21		Letter from Maxine Whitten Gulozian re taxes to be deferred for the next meeting.
22		Email from Shelley Bryant and Bernard Martin re business tax to be deferred for the next meeting.
23		A letter from Shelley Bryant expressing concern over the recent notice sent by council indicating that traps are to be placed around the community to catch cats that may be wandering. Will inform Ms. Bryant that some residents have experienced problems with stray cats.
24		A request Ronnie Bidgood for a donation for a fundraiser for Daisy Putt who recently tragically lost her husband. Will inform Mr. Bidgood that Council partners with the Recreation Committee in donating the centre for these fundraisers.
25		Superintendent June Layden, Royal Newfoundland Constabulary will meet with Council on March 10 <sup>th</sup> at 6:00 pm to discuss how they can more effectively serve our community.
26		A letter of thanks from Keith and Marjorie Noble to Council for taking care of the stray cat problem.

27		<b>Motion #26 Ron Doyle/Sam Lee</b> Proposed invoices in the total amount of \$17263.25 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
28		Nat - Informed Council that the City of St. John's has turned down the town's request to extend our boundaries. Nat stated he will now get the MHA's involved to see if this decision can be changed.
29		Council will discuss at the next meeting councillors leaving meetings before the meetings have been adjourned.
30		<b>Motion #27 Ron Doyle/David Stack</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 10:13 pm.

**Nat Hutchings, Mayor** \_\_\_\_\_

**Noreen Costello, Chief Administrative Officer** \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, MARCH 22, 2010**

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

**ABSENT: Nat Hutchings**

#	WHO'S RESPONSIBLE	ITEM
1		Deputy Mayor Ron Doyle brought the meeting to order at 7:00 pm.
2		Robin Summers, Engineer, Mae Design was present to review a number of projects to be submitted to the government for funding. Robin gave an update of the present ongoing projects (1) Youth Centre; (2) Road Upgrading of Motion Bay Road, Cavelle's Lane and Pack's Lane. Sam Lee stated the paving in the subdivision needs to be looked at as there is a ridge where the new paving begins. Robin stated he will have the contractor look at this over the next couple of weeks. Robin asked that the list of projects be reviewed by Council to be placed in priority for submission to the government for funding.
3		Minutes of March 8, 2010 were read. David Stack pointed out that there was an omission that Councillor Jerry Hearn left the meeting at 9:25. <b>Motion #28 David Stack/Randy Burton</b> Proposed minutes of March 8, 2010 be adopted to include the above noted omission. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
4		#5 A copy of the letter sent to Janet Hamilton by the town's lawyer will be given to the Recreation Committee. The letter states she is barred from all town facilities indefinitely until she receives written authorization from the town allowing her back on the town's properties.
5		#3 All information has been sent to the lawyer to get a legal opinion on the status of the right of way on Big Hill. Sam stated he and Jackie viewed the right of way to see where the town's water and sewer lines ran. Sam indicated that Robin Cuff has his car parked as close as one foot from the steps of David Rawson's house. Sam also stated that if a decision is made on one right of way then all right of ways need to be treated the same.
6		#11 When Glenda O'Brien submits an application to build at 37 - 39 Cribbies Road she needs to be informed that getting the water and sewer to her property will be at her expense.
	<b>TONIGHT'S AGENDA</b>	
7		Council agreed that the time frame for meeting would be from 7:00 pm to 9:30 pm. If needed meetings will run to 10:00 pm.

8		Council is requesting that Councillors try to refrain from leaving meetings before the meeting is adjourned.
9		<p>There has been a request to have the live cages placed on the Southside Road due to stray cats.</p> <p><b>Motion #29 Jerry Hearn/David Stack</b>  Proposed that a freeze be placed on putting out the live cages for a period of two weeks to give Jerry enough time to obtain new information with respect to the placing out of live cages. Jerry and David Stack in favor. Sam, David Doyle, Randy and Ron not in favor. Motion defeated.</p>
10		A letter from Mayor Dennis O'Keefe, City of St. John's stating the town's most recent request for an alteration of its municipal boundaries was considered at a regular meeting of the City of St. John's on March 8, 2010. At that meeting Council agreed that it would maintain its earlier position from 2007 that there are no compelling reasons to support a municipal boundary alteration in this area. Council agreed that this is not a priority at this time and does not have the funds to pursue this issue further.
11		A quote of \$19429.83 was submitted by Winmar St. John's to solve the mold problem in the Museum and Recreation Centre. Council agreed that this is an issue that needs to be resolved. Noreen will get 2 more quotes on having this done.
12		A letter from Barry and Cynthia Hearn and Bernard Martin and Shelley Bryant requesting exemption of business tax for 6 months as their business is of a seasonal nature. Because of the fact that these businesses rent to people for a month or longer in the off season Council feels they should be charged for 12 months of business tax. There is question as to whether or not Council can charge a business tax if they are supplying a permanent place of residence in the off season. Noreen will contact Department of Municipal Affairs for a ruling on this matter.
13		<p><b>Motion #30 David Doyle/David Stack</b>  Proposed to write off 2010 property tax in the amount of \$300.00 for Ronald Bidgood due to the fact that he is now the owner of the property located at 39 Main Road and therefore his property located at 34 - 36 Main Road will be combined with 39 Main Road for tax purposes. All in favor, motion carried.</p>
14		<p><b>Motion #31 David Doyle/Jerry Hearn</b>  Proposed to approve that Jackie, Eddie and Paul attend a Fall Protection Training given by GTC Safety Training and Consulting Services on March 23 @ 6:30 pm at the Mt. Pearl Hotel at a cost of \$80.00 plus tax person. All in favor, motion carried.</p>
15		A memo from Department of Municipal Affairs stating that invoices for all goods, works and services performed up to March 31, 2010 be received by April 9, 2010.
16		Council is not interested in obtaining a health and safety manual at the cost of \$600.00 from GTC Safety Training and Consulting. Noreen will check with Workers Compensation to see if there is a generic health and safety manual available.
17		Council agreed to defer the purchase of a pick up truck.

18		A letter from Selina Careen concerning the amount of taxes she is invoiced for her property located at 11 -13 Kennedy's Lane. Ms. Careen is being charged a minimum property tax of \$600.00 per year, water and sewer \$390.00 per year and garbage tax of 65.00 per year. Noreen has sent Ms. Careen a copy of the town's 2010 Tax Schedule, Section 130 of the Municipalities Act which states a municipality change charge water and sewer to an owner of real property that is connected or capable of being serviced by water and sewer and Section 114 of the Municipalities Act which states that a council may be resolution establish different minimum annual real property taxes in a municipality for residential and for commercial property. Council agreed not to make any adjustments to Ms. Careen's tax account.
19		An email from Maxine Whitten Gulozian concerning the amount of property tax she is being charged for undeveloped property. Noreen informed Council that she spoke to Ms. Gulozian and informed her that she is being charged the minimum property tax which is \$600.00 per year. Council agreed that this is the minimum tax rate for 2010 and will not make any adjustments to Ms. Gulozian's tax account.
20		<b>Motion #32 Sam Lee/Randy Burton</b> Proposed invoices in the total amount of \$13373.72 be approved for payment. All in favor, motion carried.
21		<b>Motion #33 David Doyle/Randy Burton</b> Proposed to give each employee of the town an increase in salary of one dollar (\$1.00) per hour over the three year contract. To make employee Paul Doyle's position permanent effective immediately. Upon signing each employee shall receive a one time two hundred dollar (\$200.00) signing bonus. This agreement will be for a period of three years starting January 1, 2010. David Doyle, Randy Burton and Jerry Hearn in favor. Sam Lee not in favor. Ron Doyle and David Stack abstained from voting due to being related to Edward Maher and Paul Doyle. Motion carried.
	<b>NEW BUSINESS</b>	
22		David Stack - Inquired if there is a by law with respect to signs being put up in the community as there are some unsightly signs being put up by some business owners.
23		<b>Motion #34 David Doyle/Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:40 pm.
24		A note to the minutes that Noreen left the meeting at 9:15 pm in order for Council to discuss the staff contract.

Ron Doyle, Deputy Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_



**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, APRIL 5, 2010**

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

**ABSENT:** Ron Doyle, David Stack

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Nat Hutchings brought the meeting to order at 7:12 pm.
2		Minutes of March 22, 2010 were read. There were no errors or omissions. <b>Motion #35 David Doyle/Sam Lee</b> Proposed minutes of April 5, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#2 Council will meet with Jackie on Tuesday, April 13 <sup>th</sup> at 7:30 to discuss the priority list for the Capital Works Projects.
4		#11 Will follow up on getting quotes for the mold problem in the Museum and Recreation Centre.
5		#22 Follow up with David Stack at the next meeting with respect to a policy on signage.
	<b>TONIGHT'S AGENDA</b>	
6		The part time position for Administrative Assistant has not been filled. There were to applications received but were withdrawn for different reasons. There was some discussion on this as this position was advertised for \$10.00 per hour which probably didn't attract a whole lot of interest. <b>Motion #36 David Doyle/Jerry Hearn</b> Proposed to re advertise the position of a part time Administrative Assistant for an hourly rate of \$13.00 per hour. All in favor, motion carried.
7		Council agreed to have a social for councillors and staff for the signing of the staff contract and also to celebrate the paying off of the town's long term debt of \$325,000 in January. Noreen will make the arrangements and notify everyone when a time is set.
8		An application from Coconut Grove Investments to build a house to be located at Ocean View Estates (Lot 1), Main Road, Maddox Cove. <b>Motion # 37 David Doyle/Randy Burton</b> Proposed to approve the application to build a house for Coconut Grove Investments subject to the approval and inspection of the Inspections and Development Committee and Jackie. All in favor, motion carried.

9		<p>An application from Coconut Grove Investment to build a house to be located on Ocean View Estates (Lot 10), Main Road, Maddox Cove</p> <p><b>Motion #38 Randy Burton/David Doyle</b>  Proposed to approve the application to build a house for Coconut Grove Investments subject to the approval and inspection of the Inspections and Development Committee and Jackie. All in favor, motion carried.</p>
10		<p>An application from Andrew Cross to build a house to be located on Hamlyn Heights.</p> <p><b>Motion #39 David Doyle/Randy Burton</b>  Proposed to approve the application to build a house for Andrew Cross subject to the approval and inspection of the Inspections and Development Committee and Jackie. All in favor, motion carried.</p>
11		<p>Sam stated there is a lot of rock facing Jack Stack's from the excavation of Ocean View Estates. Will have the Inspections and Development Committee and Jackie inspect this area.</p>
12		<p>A memo from Dianne Whalen, Minister of Municipal Affairs stating that the government will provide funding of \$250.00 per councillor to a maximum of two councillors per municipality to attend the Municipalities Newfoundland and Labrador Municipal Symposium in Gander April 29 - May 1.</p> <p><b>Motion #40 David Doyle/Jerry Hearn</b>  Proposed that Ron Doyle, Deputy Mayor attend the Municipal Symposium in Gander April 29 - May 1. All in favor, motion carried.</p>
13		<p>A letter from Colleen Stack stating concern with respect to the speed of traffic coming up and going down the Main Road, Maddox Cove namely in front of her house. She is requesting a sign be erected "Caution Children At Play - 40KM. Will have Jackie contact Work Services and Transportation to request a sign be placed in this area also contact the RNC and ask them to patrol the area on a regular basis.</p>
14		<p>A letter from Kay Stack stating as of March 1, 2010 they no longer have a basement apartment in their home. She is requesting an adjustment to their 2010 water and sewer taxes.</p> <p><b>Motion # 41 David Doyle/Jerry Hearn</b>  Proposed to write off the amount of \$130.00 for water and sewer tax which was billed for March - June 2010. As of March 1, 2010 will no longer charge an extra water and sewer tax. All in favor, motion carried.</p>
15		<p><b>Motion # 42 Sam Lee/Randy Burton</b>  Proposed that all rental units - apartment buildings, efficiency units and bread and breakfast units will charged twelve (12) months business tax. All in favor, motion carried.</p>
16		<p>There was some discussion on charging a water and sewer tax with respect to vacant lots. Section 130 of the Municipalities Act states a council of a municipality served by a water system, sewage system or a water and sewage system shall impose upon the owner of real property located inside or outside the municipality that is connected or is capable of being serviced by that system, a tax to be known as the water and sewage tax. Noreen will contact Department of Municipal Affairs to ask for clarification as to whether this applies to vacant lots and if there is a criteria as to the size of property.</p>

17		<b>Motion #43 Jerry Hearn/David Doyle</b> Proposed invoices in the total amount of \$9218.19 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
18		Sam - Doreen Masters is getting a lot of direct in her water. As this is a dead end line will have Jackie look to see if a run off can be installed at the end of this line.
19		Randy - Asked Jerry if he had any information for Council on the animal cages. There was some discussion on this.
20		Nat - Thanked Council for sending a floral arrangement to the late Emma Clements.
21		<b>Motion # 44 Sam Lee/Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:45 pm.
22		At 8:45 pm Council entered into a privileged and confidential meeting to discuss a legal matter.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, APRIL 19, 2010**

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

**ABSENT:** David Doyle, Randy Burton

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:07 pm.
2		Kathy DeSilva, Coconut Grove Investments was present to introduce herself to Council and to assure Council that the development of Ocean View would be finished this year. The contractor has walked away from the project leaving the paving of the road and some deficiencies. Kathy assured Council that this work will be completed. She has Layden's on standby to finish the project once she receives the go ahead from her lawyer. Kathy will keep Council updated on the progress of having the development completed.
3		Minutes of April 5, 2010 were read. #18 should read dirt in water. <b>Motion #45 Sam Lee/Jerry Hearn</b> Proposed minutes of April 5, 2010 be adopted with above noted correction. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
4		#6 Five applications have been received for the part time position of Administrative Assistant. Noreen and David Doyle will conduct the interviews.
5		#3 Council met with Jackie to go over the list of priorities for the Capital Works Projects.
6		#4 Will ask Robin Summers to arrange to have an evaluation of the town office building with respect to the amount of repairs that need to be done.
7		#5 There was some discussion on a policy for signage. David Stack presented Council with a copy of the City of St. John's Sign By Law. Jerry will follow up with the Northeast Avalon Joint Council on policies for signage at their meeting on Wednesday night.
8		#16 Noreen will follow up with Department of Municipal Affairs to ask for clarification as to whether charging water and sewer to vacant lots applies and if there is a criteria as to the size of property.
	<b>TONIGHT'S AGENDA</b>	

9		<b>Motion #46 Jerry Hearn/David Stack</b> Proposed to approve Trenching and WHMIS Safety Training for Jackie, Eddie and Paul on Wednesday, April 21 <sup>st</sup> from 1:30 pm to 5:00 pm. Trenching training will be \$70.00 plus tax for each person and WHMIS training will be \$80.00 plus tax for each person. All in favor, motion carried.
10		A copy of a letter from Department of Environment and Conservation to Riverwood Construction stating regarding a request to put a culvert in a brook on Cribbies Road to accommodate a driveway for adjacent land was reviewed. Upon their site visit and the information put into their mapping the brook was not visible on the topographic map. Based on this information they confirm that no permit is required from the Water Resources Management Division for the installation of the culvert. Council will recommend that a bridge similar to the old one that is presently there be placed over the brook instead of putting in a culvert.
11		<b>Motion #47 Jerry Hearn/Ron Doyle</b> Proposed that a facsimile signature of the Mayor may be used on any or all documents including cheques pertaining to the Canadian Imperial Bank of Commerce. All in favor, motion carried.
12		A letter from J.F. Browne, Chief of Police, RNC extending an invitation to attend an International Police and Peace Officer Memorial Service on Wednesday, May 12 at 11:00 am at the Seventh Day Adventist Church, 33 Aldershot Street. Nat will attend on behalf of Council.
13		<b>Motion #48 Sam Lee/Jerry Hearn</b> Proposed that an Order be sent to Robin and Susan Cuff, 21 Big Hill Road ordering that a vehicle be removed from the right of way on Big Hill Road within 14 days due to the fact that this vehicle has not been licenced since 2008 and therefore considered to be abandoned by the owners. All in favor, motion carried.
14		The Department of Innovation, Trade and Rural Development has approved additional funding of \$21,163 for the completion of the Information Centre.
15		<b>Motion #49 Jerry Hearn/Ron Doyle</b> Proposed invoices in the total amount of \$453146.31 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
16		Ron - Volunteer Night April 24 <sup>th</sup> starting at 7:00 pm.
17		Ron - Will set up a meeting to discuss the viability of the proposed Youth Centre.
18		Sam - Attended a meeting with some residents who are lobbying to have the boundaries extended out Maddox Cove Road. Sam wanted to ensure that Council were in agreement that Council will not commit to having the water and sewer put through this area anytime in the near future.
19		Nat - There are some complaints concerning inappropriate behavior and activity taking place at a residence on the Long Run Road. Will send a letter to this resident concerning this matter.

20		<b>Motion #50 Jerry Hearn/David Stack</b> Proposed to order business cards for each councillor. All in favor, motion carried.
21		<b>Motion #51 Jerry Hearn/Ron Doyle</b> 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, MAY 3, 2010**

**PRESENT: Nat Hutchings, ,David Stack, Sam Lee, David Doyle, Noreen Costello**

**ABSENT: Ron Doyle, Jerry Hearn, Randy Burton**

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at :10 pm.
2		Michael Abbott was present to discuss the issue of being notified that he was not allowed to use his watertight plastic garbage can when putting his garbage out for pickup. Mr. Abbott presented the advantages and disadvantages of other covered garbage methods. There is no disadvantage to using a watertight plastic garbage can. Council will investigate this further and will be recommending that Mr. Abbott use his watertight plastic garbage can. Council will talk to the staff about this and bring back a recommendation at the next meeting for a final decision.
3		Minutes of April 19, 2010 were read. <b>Motion #52 David Stack/Sam Lee</b> Proposed minutes of April 19, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
4		#4 Interviews for the part time position of Administrative Assistant will be held on May 5 <sup>th</sup> in the afternoon.
5		#6 Robin Summers, Mae Design will do a feasibility study of the town office building with respect to the amount of repairs that need to be done.
6		#8 There was some discussion on charging water and sewer to vacant lots. This will be discussed more at the next meeting.
7		#17 Council will have a meeting with Department of Municipal Affairs on Friday, May 7 <sup>th</sup> at 9:00 am to discuss the proposed Youth Centre.
	<b>TONIGHT'S AGENDA</b>	
8		A new estimate of \$669160.33 has been given for the construction of the Youth Centre. This discussion will be deferred until the next meeting to see the outcome of the meeting with Department of Municipal Affairs on May 7 <sup>th</sup> .

9		<p>A letter from Betty Chafe requesting that Council give her until December 31, 2010 to pay her 2010 taxes without any added interest due to the fact that he is on ease back to work after been off for a full year due to sickness.</p> <p><b>Motion #53 David Doyle/Sam Lee</b></p> <p>Proposed based on the information provided by Ms. Chafe Council is in agreement to allow Ms. Chafe until the end of December 2010 to pay her 2010 taxes without any added interest. All in favor, motion carried.</p>
10		<p>A letter from Betty Chafe concerning the dwelling attached to her property which has been vacant for some time. This dwelling has some bricks that have fallen out from the chimney which is probably going to fall apart at any time. Council asked Noreen to get in touch with Stewart Whitten regarding this matter.</p>
11		<p>Bernard Chafe is requesting to build a shed 12 x 12 on the Bidgood's property for the purpose to fillet cod and potentially use the building to sell crafts at a later date.</p> <p><b>Motion #54 David Stack/David Doyle</b></p> <p>Proposed not to approve Mr. Chafe's request to build a shed on the Bidgood's property as this does not meet the development plans for this area. All in favor, motion carried.</p>
12		<p>Council agreed to have a spring cleanup. Jackie and Eddie will determine the dates for this cleanup.</p>
13		<p>A quote of \$33084.42 to replace the roof on the town office building. This will be deferred as Council is in the process of having a feasibility study done on the building.</p>
14		<p>An application from Jacqueline and Alonzo Poole to build a house on Hamlyn Heights.</p> <p><b>Motion #55 David Doyle/Sam Lee</b></p> <p>Proposed to approve the application from Jacqueline and Alonzo Poole to build a house on Hamlyn Heights subject to the inspection and approval of the Inspections and Development Committee and Jackie. All in favor, motion carried.</p>
15		<p>An application from Brett Wareham to construct a front and rear porch at 14 Cribbies Road.</p> <p><b>Motion #56 David Doyle/Sam Lee</b></p> <p>Proposed to approve the application from Brett Wareham to construct a front and rear porch at 14 Cribbies Road subject to the inspection and approval of the Inspections and Development Committee and Jackie. All in favor, motion carried.</p>
16		<p>An application from Nat Hutchings to place a shed 5 x 7 on his property.</p> <p><b>Motion #57 David Stack/David Doyle</b></p> <p>Proposed to approve the application from Nat Hutchings to place a shed 5 x 7 on his property subject to the inspection and approval of the Inspections and Development Committee and Jackie. David Stack, Sam Lee and David Doyle in favor. Nat abstained from voting. Motion carried.</p>
17		<p>A letter from the residents of O'Brien's Lane requesting something be done about the barking dogs late at night. Will send the owner a letter with a copy of the noise by law.</p>



18		<b>Motion #58 David Stack/Sam Lee</b> Proposed to pay David Doyle for a half day of his salary to conduct the interviews for Administrative Assistant on Wednesday, May 5 <sup>th</sup> . Nat Hutchings, David Stack and Sam Lee in favor. David Doyle abstained from voting. Motion carried.
19		<b>Motion #59 David Doyle/David Stack</b> Proposed invoices in the total amount of \$5831.62 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
20		David Doyle - Stated culverts on the Main Road in Maddox Cove are blocked due to the construction of the Ocean View subdivision.
21		Sam - Informed Council that the shed approved for Genevieve Mullins on Church Lane has been put up higher and they are looking to put a ramp going to the garage. The ramp would come out onto the road which would not be feasible especially during snowclearing season. Sam suggested to them they place some fill to make the ramp. If this was not satisfactory then they would have to remove the ramp.
22		Sam - A patio has been built at 47 Main Road, Petty Harbour which does not have a permit to construct this patio. Noreen will contact the owner to inform them they need a permit.
23		David Stack - Stated the contractor doing work at 47 Main Road, Petty Harbour is blocking the road. Will contact the owner to inform them that the contractor cannot be blocking the road.
24		David Stack - Asked some questions on the work been done in the river behind the Post Office. Council informed David there is a new wall been installed.
25		Nat - Nat would like to extend a sincere thank you to Ron Doyle for organizing Volunteer Night which went very well and was well presented.
26		<b>Motion #60 David Doyle/Sam Lee</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:15 pm.
27		At 9:15 Council entered into a private meeting to discuss a legal matter.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, MAY 17, 2010**

**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 7:10 pm.
2		Minutes of May 3, 2010 were read. There were no errors or omissions. <b>Motion #61 Randy Burton/David Doyle</b> Proposed minutes of May 3, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#5 Will contact Robin Summers, Mae Design to set up a meeting for Tuesday, May 25 <sup>th</sup> at 7:30 pm to discuss a feasibility study for the town office building.
4		<b>Motion #62 Randy Burton/David Stack</b> Proposed to accept a quote of \$19,429.83 from Winmar, Property Restoration Specialists to fix the mould problem in the museum and community centre. All in favor, motion carried.
5		#4 Judy Noseworthy will be commencing employment as the part time Administrative Assistant on Monday, May 31, 2010. Judy will work 20 hours per week.
6		#12 Spring cleanup will start on Tuesday, May 18 <sup>th</sup> .
7		#10 Kevin Whitten is the owner of the property on the Long Run Road which has bricks falling from the chimney. Noreen was in contact with Mr. Whitten who indicated he is in the process of selling the property. Will notify Mr. Whitten in writing concerning the bricks falling from the chimney.
8		#25 Nat extended thanks to Ron Doyle for hosting a great Volunteer Night.
	<b>TONIGHT'S AGENDA</b>	
9		Nat and Noreen met with Department of Municipal Affairs concerning the proposed Youth Centre. The total cost is now \$669,160.33. The original cost was \$400,000 which has increased by \$269,160.33. The Department of Municipal Affairs would like confirmation from Council that they are in agreement in seeking the extra funding and provide a new financial evaluation. <b>Motion #63 David Doyle/Jerry Hearn</b> Proposed to seeking extra funding in the amount of \$269,160.33 for the Youth Centre. All in favor, motion carried.

10		<p>An application from Mandy Dinn to build a shed to be located at 66 Old Maddox Cove Road.</p> <p><b>Motion #64 Jerry Hearn/David Doyle</b></p> <p>Proposed to approve application for Mandy Dinn to build a shed to be located at 66 Old Maddox Cove Road subject to the inspection and approval of the Building Improvements Committee and Jackie. All in favor, motion carried.</p>
11		<p>Application from Todd and Angela Chafe to build a deck to be located at 11 Main Road, Petty Harbour.</p> <p><b>Motion # 65 Randy Burton/David Doyle</b></p> <p>Proposed to approve application for Todd and Angela Chafe to build a deck to be located at 11 Main Road, Petty Harbour subject to the inspection and approval of the Building Improvements Committee and Jackie. All in favor, motion carried.</p>
12		<p>Application from Glenda O'Brien to build a house to be located at 39 Cribbies Road.</p> <p><b>Motion #66 Jerry Hearn/Randy Burton</b></p> <p>Proposed to approve application for Glenda O'Brien to build a house to be located at 39 Cribbies Road subject to the inspection and approval of the Building Improvements Committee and Jackie. All in favor, motion carried.</p>
13		<p>Application from Glenda O'Brien to build deck to be located at 47 Main Road, Petty Harbour.</p> <p><b>Motion #67 David Stack/Jerry Hearn</b></p> <p>Proposed to approve application for Glenda O'Brien to build a deck to be located at 47 Main Road, Petty Harbour subject to the inspection and approval of the Building Improvements Committee and Jackie. All in favor, motion carried.</p>
14		<p>Application from James Camsell and Janet Hong to build a house to be located at 91 - 93 Main Road, Maddox Cove.</p> <p><b>Motion #68 Ron Doyle/Jerry Hearn</b></p> <p>Proposed to approve application for James Camsell and Janet Hong to build a house to be located at 91-93 Main Road, Maddox Cove subject to the inspection and approval of the Building Improvements Committee and Jackie. All in favor, motion carried.</p>
15		<p>Email from Sherry Maher stating the Glen Lee Committee would like to honor and remember Darrell Clements by adding an award in his name. Sherry is asking Council if they would like to be the donor of the Darrell Clements Hard Worker's Award. The plaque will cost approximately \$100 - \$150.</p> <p><b>Motion #69 David Doyle/Ron Doyle</b></p> <p>Proposed to donate \$100 - \$150 for the Darrell Clements Hard Worker's Award. All in favor, motion carried.</p>
16		<p>Email from Sherry Maher stating there is some confusion as to who takes the booking for the ballfield. Harry Chafe, Recreation Committee has since sorted out the details with Sherry. Council stated a special events licence has to be obtained for the Glen Lee Memorial tournament. No Parking Signs will be placed on one side of the road by the ballfield.</p>
17		<p>David Doyle informed Council that Public Service Week is June 14 - 18. His department Tourism Culture and Recreation would like to come to Petty Harbour on June 17 for lunch and a tour of the museum. David will make arrangements with the Women's Auxiliary for lunch and the Museum Committee for the tour.</p>

18		PHMC Building Improvements Committee has received funding for 7 Canada Summer Jobs @ \$10.00 per hour for 35 hours per week for 8 weeks and 1 Canada Summer Job @\$10.00 per hour for 30 hours per week for 6 weeks.
19		<b>Motion #70 Randy Burton/Jerry Hearn</b> Proposed to approve the purchase of 3 loads of stone to be placed in the river at \$250 per load as there is no funding left from the retaining wall project to have this done. All in favor, motion carried.
20		<b>Motion #71 Ron Doyle/David Doyle</b> Proposed invoices in the total amount of \$9359.43 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
21		Ron - The Arts & Heritage Festival will be held August 6, 7 and 8. The proposed location for the festival will be the Bidgood's property. On behalf of the committee Ron is requesting a donation from Council for the festival. <b>Motion #72 Jerry Hearn/David Doyle</b> Proposed to approve a donation of \$500.00 to the Arts & Heritage Festival. All in favor, motion carried.
22		David Stack - Had some discussion on the possibility of adopting a spot in the community to clean up. Will set up a meeting with Jackie Connolly, Tidy Towns to see what areas need to be cleaned up.
23		Jerry - Will get information for the next meeting on new water systems.
24		David Doyle - Had a request to have pot holes on Hannaford's Lane filled. Will have Jackie look at the area.
25		Nat - Asked Noreen to call the Department of Environment to find out the status of the flood plane study.
26		Nat - A letter was sent to a resident on the Long Run Road concerning late night noise. This is still continuing which is affecting the surrounding neighbors. Nat spoke with the RNC who have agreed to step up their patrol in the area. Will send another letter to the resident with a carbon copy to June Layden of the RNC.
27		<b>Motion #73 Jerry Hearn/Ron Doyle</b> 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 31, 2010**

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

**ABSENT:** David Doyle

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:10 pm.
2		Jackie Connolly was present to give Council an overview of the Tidy Towns. There was a cleanup on May 30 <sup>th</sup> . There was some discussion on purchasing binoculars to place on the point. Permission would have to be obtained from Bidgood's as they own this property. Flowers will placed around the community by the middle of June. There was some discussion on having people adopt a spot. Some of the waterfront stages need to be cleaned up. Jackie has submitted a grant application for funding for the Canada Day celebrations.
3		Council agreed to make the following amendments to the agenda: (1) Permits; (2) Summer Break; (3) Main Road; (4) 4 Church Lane
4		Minutes of May 17, 2010 were read. There were no errors or omissions. <b>Motion #74 Randy Burton/David Stack</b> Proposed minutes of May 17, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
5		#3 Council met with Robin Summers, Mae Design to discuss a feasibility study for the town office building. Robin will put together a package and meet with Council again to give a cost of having the study done.
6		#5 Judy Noseworthy commenced employment today as Administrative Assistant.
7		#7 Will follow up with Kevin Whitten concerning the bricks falling from the chimney on his property.
8		#12 The contractor building the house at 39 Cribbies Road will get in touch with Jackie before the culvert is installed in the river to ensure it will be installed properly.
9		#13 Glenda O'Brien signed a waiver stating the deck built at 47 Main Road, Petty Harbour will be her responsibility in the event it has to be taken down due to a water and/or sewer break. In the event of the sale of this property she will inform the buyers of this waiver.
10		#16 Have Jackie purchase two No Parking signs for the road across from the ballfield to prevent vehicles from parking on one side of the road when there are events taking place on the ballfield.

11		#23 Jerry will follow up for the next meeting on a new filtering system.
12		#25 Noreen to call the Department of Environment to find out the status of the flood plane study.
13		#25 Nat stated the Royal Newfoundland Constabulary have stepped up their patrols through the community. Harry Lee has requested to attend a council meeting to address the issue of being sent a letter asking him to refrain from inappropriate behavior/activity at his residence. Mr. Lee was requested to present his issue in writing prior to the next meeting on June 14 <sup>th</sup> in order for Council to properly address his issue.
	<b>TONIGHT'S AGENDA</b>	
14		<p>An application from Billy Hearn to build a shed located at 46A Main Road, Petty Harbour (waterfront). Jackie has already inspected this property and given his ok to approve this application. Noreen spoke with Kevin Chafe, Harbour Authority who have no questions or concerns on the construction of this shed.</p> <p><b>Motion #75 Sam Stack/Randy Burton</b>  Proposed to approve the application to build a shed located at 46A Main Road, Petty Harbour (waterfront). Nat Hutchings, Ron Doyle, David Stack, Sam Lee and Randy Burton in favor. Jerry Hearn abstained from voting due to the fact he is the brother of Billy Hearn. Motion carried.</p>
15		The Northeast Avalon Regional Economic Development Board will be holding their annual general meeting on Thursday, June 24, 2010 at 12:00 pm at the Capital Hotel, Kenmount Road.
16		Mould is not covered under the town's insurance policy.
17		A letter from Jack Stack concerning the development of Ocean View Estates. Mr. Stack is concerned about the giant boulders that have been dumped close to his property. Council will ensure the developer has the area cleared before the development is completed.
18		<p><b>Motion #76 Jerry Hearn/Ron Doyle</b>  Proposed to approve Traffic Control/Flag Person training for Jackie, Eddie and Paul at a cost of \$65.00 per person. All in favor, motion carried.</p>
19		There is an issue on Big Hill concerning a boulder having been placed on or near the water line going down into the Right of Way. Have Jackie confirm if this boulder would interfere in the event if there was a water break. If so then the boulder will have to be removed, if not then Council has no reason to request to have it moved.
20		Effective immediately a permit must be issued for all construction, renovations/repairs to be approved by Council. Council will decide whether a fee will be attached to the permit.
21		There will be no fee for Donna Stack's permit to build a deck as Council deems this to be a repair.
22		<p><b>Motion #77 Jerry Hearn/Randy Burton</b>  Proposed that Council will meet once a month for June, July and August. All in favor, motion carried.</p>
23		Will have Jackie contact Redwood Construction to place some Class A in the cut in the road next to the Information Center.

23		Have Jackie inspect the area at 4 Church Lane which has water running onto the property . The swale is gone and needs to be replaced.
24		<b>Motion #78 Jerry Hearn/Ron Doyle</b> Proposed invoices in the total amount of \$7446.30 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
25		Ron - Have Jackie fix the speed sign on Motion Bay Road.
26		Sam - Suggested a culvert or pipe be put in temporarily on Maddox Cove Beach in order to have the area cleaned up.
27		<b>Motion #79 Ron Doyle/Jerry Hearn</b> Proposed Council borrow \$43,863.20 which is comprised of \$33,458.02 GST and \$10,405.18 town's portion which is the overrun cost of the construction of the Youth Centre. These funds will be borrowed from the Canadian Imperial Bank of Commerce, Water Street, St. John's. All in favor, motion carried.
28		<b>Motion #80 Jerry Hearn/Sam Lee</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:15 pm. Next meeting scheduled for June 14th.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, JUNE 14, 2010**

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

**ABSENT: Sam Lee, Randy Burton**

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:15 pm.
2		Council agreed to make the following amendments to the agenda: (1) speeding in subdivision; (2) garbage containers.
3		Minutes of May 31, 2010 were read. There were no errors or omissions. <b>Motion #80 David Stack/Jerry Hearn</b> Proposed minutes of May 31, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
4		#6 Judy is doing very well in her position as Administrative Assistant. Will have Judy attend the meeting in August to meet all the councillors.
5		#5 Have Jackie follow up with Robin on the feasibility study for the town office building.
6		#11 Jerry stated the information he was to get on a filtering system was about artesian wells.
7		#13 Jerry stated Harry Lee has requested to attend the next council meeting. Have Mr. Lee contact the office to be placed on the agenda for the next meeting.
8		#25 Follow up with Jackie on the speed sign on Motion Bay Road.
9		#26 A culvert was put in on Maddox Cove Beach the first week of June in order to have the area cleaned up.
	<b>TONIGHT'S AGENDA</b>	
10		A letter from Dianne Whalen, Minister of Municipal Affairs with copies of the First Amending Agreement to the Local Government Gas Tax Funding Agreement. Both copies of the agreement are to be signed along with a Resolution of Council approving the Amendment. Council's share is as follows: 2010 - 2011 = \$45,411.14; 2011-2012 = \$45,411.14; 2012-2013 = \$45,411.14 and 2013-2014 for a total of \$181,644.56 over a 4 year period. <b>Motion #81 David Doyle/Jerry Hearn</b> Proposed Council approve the Amendment to the Gas Tax as outlined in a letter from Dianne Whalen, Minister, Department of Municipal Affairs dated June 4, 2010. All in favor, motion carried.



11		<p>An email from Kathy Desilva requesting approval to name the road in her subdivision Ocean View Boulevard</p> <p><b>Motion #82 David Stack/David Doyle</b></p> <p>Proposed to approve the name Ocean View Boulevard to the road in the subdivision located at 63 - 69 Main Road, Maddox Cove.</p>
12		<p>An email from Kathy Desilva requesting Council support her application for seed funding for a potential affordable housing development in Petty Harbour/Maddox Cove. Before issuing a letter of support will ask Kathy some questions with respect to the affordable housing development.</p>
13		<p>Tidy Town's judging will take place on August 12, 2010 at 9:00 am.</p>
14		<p>A concerned resident issued a complaint on 2 incidents of people urinating outside during a ball tournament on the weekend of May 28 - 30. It is Council's understanding that this was a well run tournament and the organizers had a special events licence. Council will continue to host successful special events. For the most part liquor/beer was contained to the patio area. The canteen was served at a separate entrance. The police also had a presence at the tournament. Two No Parking Signs have been ordered to be placed on the one side of the road during special events.</p>
15		<p>A quote from Hazmasters for safety equipment as follows: (1) gas detector \$575.00; (2) harness \$112.70 each; (3) spreader bar \$96.50 each; (4) rescue winch \$3875.00.</p> <p><b>Motion #83 David Doyle/Jerry Hearn</b></p> <p>Proposed to purchase safety equipment for a cost between three and four thousand dollars. All in favor, motion carried.</p>
16		<p>2010 MNL Convention will be October 6 to 9 in St. John's. Council will decide at the next meeting on the number of councillors to attend.</p>
17		<p>Application from Jack Walsh to replace eve boards on his house. Council agreed that this is a repair permit with no fee to be charged.</p>
18		<p>Application from Sam Stack to repair roof. Council agreed that this is a repair permit with no fee to be charged.</p>
19		<p>Application from Coconut Grove Investments to build house to be located at 1 Ocean View Blvd. This site was inspected and approved by the Inspections and Development Committee and Jackie.</p> <p><b>Motion #84 Jerry Hearn/David Doyle</b></p> <p>Proposed to approve the application for Coconut Grove Investments to build house to be located at 1 Ocean View Blvd based on the inspection and approval of the Inspections and Development Committee and Jackie. All in favor, motion carried.</p>
20		<p>Application from Jason and Nancy Bungay to build house to be located at Hamlyn Heights.</p> <p><b>Motion #85 David Doyle/Jerry Hearn</b></p> <p>Proposed to approve the application of Jason and Nancy Bungay to build house to be located at Hamlyn Heights subject to the inspection and approval of the Inspections and Development Committee and Jackie. All in favor, motion carried.</p>

21		<p>Email from Karl Andrews requesting approval to place a mobile home/mini home at 99 Long Run Road. Section 44 (1) in the General Development Standards of the Town Plan states the following: Groups of more than five mobile homes shall be located only in approved mobile home parks and mobile home subdivisions in Residential use Zones so designated and shall conform to the requirements of the Provincial Mobile Home Development Regulations currently in effect.</p> <p><b>Motion #86 David Doyle/David Stack</b>  Proposed not to approve the request from Karl Andrews to place a mobile home/mini home at 99 Long Run Road based on Section 44 (1) in the General Development Standards of the Town Plan. All in favor, motion carried.</p>
22		<p>A letter from concerned residents with respect to roaming cats on their property causing foul odors and tearing up flower beds. Council agreed to place a cage in this area to catch the roaming cats. Jerry Hearn is not in favor of placing the cages.</p>
23		<p>A discussion on a smoke free building will be held at the next meeting.</p>
24		<p>Jerry stated there are some concerns from residents in the subdivision in Maddox Cove on speeding vehicles. In future they should contact the office to identify the vehicle is possible.</p>
25		<p>NEAJC will be holding their annual barbeque on Wednesday June 16<sup>th</sup> at City of St. John's.</p>
26		<p>David Doyle suggested garbage bins be placed outside the guiderail in Maddox Cove to prevent people from throwing garbage on the road.</p>
27		<p>Nat informed Council that himself, Keith Hutchings, Sam Stack, Tom Osbourne, John Dinn, Chris Chafe and John Chafe met with the Department of Municipal Affairs concerning the boundary issue. The Department has agreed to go back and review the boundary at the time of amalgamation in 1992.</p>
28		<p>Ron stated that some councillors walked the waterfront a couple of weeks ago and is suggesting a letter be sent to the Harbour Authority asking waterfront owners to clean up their properties as the upcoming Arts and Heritage Festival will be held on the Bidgood's property as well as the Tidy Town's judging will take place on August 12<sup>th</sup>. Noreen will send a letter to the Harbour Authority.</p>
29		<p>Council asked that a letter be sent to Carl Williams requesting that he clean up the debris from the construction of his new house.</p>
30		<p>David Stack stated he was asked by a resident as to the reason the playground equipment was take down on Cribbies Road. Nat stated this equipment was in bad shape and a liability concern if the equipment had to be left on the playground.</p>
31		<p>David Stack asked about the policy of assessing properties with the Municipal Assessment Agency.</p>
32		<p><b>Motion #87 David Doyle/Jerry Hearn</b>  Proposed invoices in the total amount of \$5793.34 be approved for payment. All in favor, motion carried.</p>

33		<b>Motion #88 David Doyle/Ron Doyle</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:40 pm.
----	--	--

**Nat Hutchings, Mayor** \_\_\_\_\_

**Noreen Costello, Chief Administrative Officer** \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, JULY 19, 2010**

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

**ABSENT: Sam Lee, David Doyle, Jerry Hearn**

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:10 pm.
2		Minutes of June 14, 2010 were read. There were no errors or omissions. <b>Motion #89 Ron Doyle/David Stack</b> Proposed minutes of June 14, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#12 Questions were sent to Kathy Desilva with respect to the affordable housing development in Petty Harbour/Maddox Cove which she is seeking a letter of support from Council to go along with her seed funding application. She did respond to the questions that were asked. <b>Motion #90 Randy Burton/Ron Doyle</b> Proposed that Council give a letter of support for the seed program application for affordable housing in Petty Harbour/Maddox Cove to Kathy Desilva. All in favor, motion carried.
4		#14 Ron stated during the Antique Car Show at the ballfield people were parked on both sides of the road. Nat stated No Parking Signs have been put up in the area.
5		#23 Nat stated there is to be absolutely no smoking in the building. This is a smoke free building.
6		#29 A letter was sent to Carl Williams requesting he clean up the debris from the construction of his new house. This has been cleaned up.
	<b>TONIGHT'S AGENDA</b>	
7		<b>Motion #91 Ron Doyle/David Stack</b> Proposed to approve crown land application for Maurice Archer on Motion Bay Road Extension subject to the fact that Council does not have any intention of providing services or upgrades to this area. All in favor, motion carried.
8		<b>Motion #92 Ron Doyle/David Stack</b> Proposed to approve crown land application for Timothy Helpert on Motion Bay Road Extension subject to the fact that Council does not have any intention of providing services or upgrades to this area. All in favor, motion carried.

9		<p><b>Motion #93 Ron Doyle/David Stack</b>  Proposed to approve crown land application for Tony Conway for an extension to property on Motion Bay Road Extension subject to the fact that Council does not have any intention of providing services or upgrades to this area. All in favor, motion carried.</p>
10		<p><b>Motion #94 Ron Doyle/David Stack</b>  Proposed to approve crown land application for Jack and Carol Guiney for property behind 33 Skinners Hill. All in favor, motion carried.</p>
11		<p><b>Motion #95 David Stack/Ron Doyle</b>  Proposed town cell phones are to be passed into the office whenever staff are on annual leave. All in favor, motion carried.</p>
12		<p><b>Motion #96 Ron Doyle/Randy Burton</b>  Proposed application from Nat Hutchings to build 2 decks be approved subject to the approval and inspection of the Inspections and Development Committee and Jackie/Eddie. Ron, David and Randy in favor. Nat abstained from voting, motion carried.</p>
13		<p><b>Motion #97 Randy Burton/David Stack</b>  Proposed application from Tony Conway to build house on Motion Bay Road Extension be approved subject to the approval and inspection of the Inspections and Development Committee and Jackie/Eddie. All in favor, motion carried.</p>
14		<p><b>Motion #98 David Stack/Ron Doyle</b>  Proposed application from Keith Weir to build a gazebo be approved subject to the approval and inspection of the Inspections and Development Committee and Jackie/Eddie. All in favor, motion carried.</p>
15		<p><b>Motion #99 Randy Burton/Ron Doyle</b>  Proposed application from Paul Edgar to build house on Motion Bay Road be approved subject to the approval and inspection of the Inspections and Development Committee and Jackie/Eddie. All in favor, motion carried.</p>
16		<p>An application from George R. Chafe to do repairs to his property located on Big Hill Road. There will be no fee attached to this permit.</p>
17		<p><b>Motion #100 Ron Doyle/Randy Burton</b>  Proposed that the 2009 financial statements be approved as presented. All in favor, motion carried. Will ask Gregory Stokes to attend next meeting to explain the statements.</p>
18		<p><b>Motion #101 Randy Burton/David Stack</b>  Proposed that the 2009 financial statements for Recreation be approved as presented. All in favor, motion carried.</p>
19		<p><b>Motion #102 Ron Doyle/David Stack</b>  Proposed to approve the Auditors Report for the Local Government Gas Tax Funding Agreement as of December 31, 2009. All in favor, motion carried.</p>
20		<p>A Capital Grant Application for 2010-11 received from Department of Tourism, Culture and Recreation to be submitted by July 30<sup>th</sup>. Will pass on this application to Recreation Committee.</p>

21		Avalon Recycling Services Limited are offering curbside recycling services for all of the town's residents for \$2.00 per collection per house. A recycling collection of household metals, plastics, paper products and cardboard will be collected. Randy will check into this further for the next meeting.
22		<p>A letter from Keith Noble requesting interest in the amount of \$36.27 be written due to the fact that on June 22<sup>nd</sup> Mr. Noble paid his 2010 taxes in full.</p> <p><b>Motion #103 David Stack/Randy Burton</b>  Proposed to approve the amount of \$36.27 interest charges be written off for Keith Noble. All in favor, motion carried.</p>
23		<p>A letter from NL Midget Boys Fast Pitch requesting a donation to offset the expense of the NL Midget all star fast Pitch team to travel to Ontario on July 31<sup>st</sup>.</p> <p><b>Motion #104 Ron Doyle/David Stack</b>  Proposed to donate the amount of \$50.00 to the NL Midget Boys Fast Pitch. All in favor, motion carried.</p>
24		<p>A letter from Harold Howlett requesting a donation for the Antique Car Show which was held on July 11, 2010.</p> <p><b>Motion #105 Ron Doyle/Randy Burton</b>  Proposed to donate the amount of \$50.00 to the Antique Car Show. All in favor, motion carried.</p>
25		A proposal for assessment of option for the municipal building was received from Mae Design Limited. This will be deferred for the next meeting.
26		Email from Geoff Coughlan concerning the danger at the intersection where Southside Road joins the Long Run Road at The Stand. In many cases people are not familiar with the Harbour coming from the direction of the Goulds and are surprised with the sharpness of the turn required to come around the bend. A sharp turn sign is needed in this area. Will contact Department of Work Services and Transportation to erect a sharp left turn sign. Geoff also has a concern about making a left turn from the Main Road onto Southside Road. He indicates this is a dangerous endeavor since its impossible to see if anything is coming towards the corner. He is suggesting the use of convex traffic mirrors which allows drivers to see traffic approaching from around the bend as this would increase the safety factor. There was some discussion on this and Council does not think these mirrors would be effective.
27		A letter from Department of Municipal Affairs in response to our letter dated September 17, 2009 requesting financial assistance to repair the roof of the town's community centre. There is no program available to provide additional funding for operational requirements.
28		Nat and Randy are interested in attending the MNL Convention October 6 - 9 in St. John's. The town does not have any submission for long service awards.
29		A letter from Department of Health and Community Services stating the town's proposal for the age friendly community grant was not approved.
30		A letter from an unknown resident complaining about the constant barking of dogs. Council does not discuss any correspondence that is not signed.

31		Jack Ershler is requesting to be paid for a second week of vacation pay in lieu of taking the time off. As was previously discussed by Council the policy is to pay staff for one week's vacation pay in lieu of taking the time off if they so request.
32		A letter from Todd Chafe requesting that Council modify a prior application for construction. He was initially approved to erect a wooden deck at 11 Main Road. After carefully reassessing the area in question he feels it would be faster, better, more natural and more economical to fill in the area instead of constructing a wooden deck. Mr. Chafe's intentions are to lay a rock wall at the border of the property and fill in the area inside and top it with crushed stone and then fence the outside and place seating inside. As there is a river close by to this area Mr. Chafe will need to obtain approval from the Department of Environment.
33		Email from Curtis and Jackie Whitten requesting a cage be place on their property for roaming cats that are destroying their flower beds. Will ask the Whitten's to identify the cat and a letter will be sent to the owner asking they confine the cat to their own property.
34		Email from Rebecca Lee regarding a piece of land she owns on O'Brien's Lane. It is concerning the development of the section behind lots 7 through 13 as well as the enforcement of the easement between lots 9 and 10. Basically she would like to clarify what is her responsibility as the title holder of if the town has responsibility in the development/enforcement of this area. This will be deferred for the next meeting.
35		<b>Motion #106 Ron Doyle/Randy Burton</b> Proposed invoices in the total amount of \$23,663.47 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
36		David Stack - Informed Council that Linda Doyle broke her arm while volunteering in the bar at the Recreation Centre on July 3 <sup>rd</sup> . She tripped over a ramp in the bar which should not have been there. The town's insurance has been notified of the accident and is now under investigation by the adjusters.
37		David Stack - Would like the town to do some awareness on drinking and driving in the community.
38		Ron - The front of the Recreation Centre needs to be painted before the Arts and Heritage Festival. Will contact the Recreation Committee to see if they have any intentions of painting this before the festival which starts on August 5 <sup>th</sup> until August 8 <sup>th</sup> .
39		Nat - Ask Eddie to follow up with Jackie on the status of having John Layden's driveway repaired due to a water break a month or so ago.
40		Nat - The Tourist Information Centre opened today. Two students from the Canada Summer Jobs Program are working in the centre.
41		<b>Motion #107 David Stack/Randy Burton</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:10 pm.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, AUGUST 16, 2010**

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

**ABSENT:** David Stack, Sam Lee

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:03 pm.
2		Minutes July 19, 2010 were read. There were no errors or omissions. <b>Motion #108 Randy Burton/Ron Doyle</b> Proposed minutes July 19, 2010 be adopted as read. All in favor, motion carried.
3		Tony Conway and Danny Layden were present to discuss Mr. Conway's application to build a house on Motion Bay Road Extension. Mr. Conway is willing to up keep the road/path. He informed Council that he has hired an engineer to de sign the road and drains. Council stated the big issue with this application is the road. Mr. Conway will have the drawings presented to Council for review once they are completed. There was some discussion on this after Mr. Conway and Mr. Layden left the meeting.
	<b>BUSINESS ARISING</b>	
4		#3 A letter of support for the seed program application for affordable housing was sent to Kathy Desilva.
5		#17 Will contact Gregory Stokes to attend the next meeting to explain the financial statements.
6		#21 Randy will follow up with Avalon Recycling Services Limited who are offering curbside recycling services for all the town's residents for \$2.00 per collection per house.
7		#38 Follow up with Recreation Committee on painting the front of the Recreation Centre.
	<b>TONIGHT'S AGENDA</b>	
8		Festival of the Sea will be held September 17 - 26 in Ireland.
9		Council does not have any resolutions to put forth for the MNL Convention in October. Nat and David Doyle will attend the convention October 6 - 9 which will be held in St. John's.



10		A letter from Jennie Bidgood thanking Mayor Hutchings and the Volunteer Committees on behalf of her and her family on the pleasure of attending the grand opening of the Petty Harbour/Maddox Cove Bidgood's Cove Tourism Information Centre.
11		A letter from Bernard Davis, Executive Director of The Brigade Council of the C.L.B. asking the town to place a congratulatory message in their dinner program for the cost of \$150.00. <b>Motion #109 David Doyle/Randy Burton</b> Proposed to place a congratulatory message in the dinner program for The Brigade Council of the C.L.B. at a cost of \$150.00. All in favor, motion carried.
12		Application from Robert Chafe to extend deck. <b>Motion #110 David Doyle/Ron Doyle</b> Proposed to approve the application from Robert Chafe to extend deck subject to the inspection and approval of the Inspections and Development Committee and Jackie. All in favor, motion carried.
13		Application from Rebecca Lee to construct a fence at 16 O'Brien's Lane, Maddox Cove. <b>Motion #111 Jerry Hearn/David Doyle</b> Proposed there will be no fee attached to this permit. All in favor, motion carried.
14		Application from Todd Chafe to excavate property, 53 Long Run Road, Petty Harbour. <b>Motion #112 Randy Burton/Ron Doyle</b> Proposed to approve the application for Todd Chafe to excavate property at 53 Long Run Road, Petty Harbour. All in favor, motion carried.
15		Application from Roger Vincent to excavate property and to build extension at 15 - 19 Main Road, Maddox Cove. <b>Motion #113 Randy Burton/David Doyle</b> Proposed to approve the application for Roger Vincent to excavate property and to build extension at 15 - 19 Main Road, Maddox Cove subject to the inspection and approval of the Inspections and Development Committee and Jackie. All in favor, motion carried.
16		Application from Robert Weir for repairs to his property located at 176 Main Road, Maddox Cove. <b>Motion #114 Ron Doyle/Jerry Hearn</b> Proposed there will be no fee attached to this permit. All in favor, motion carried.
17		Application from George R. Chafe for repairs to his property located at 16 Big Hill Road. <b>Motion #115 Jerry Hearn/Ron Doyle</b> Proposed there will be no fee attached to this permit. All in favor, motion carried.
18		Application from William and Judy Noseworthy for repairs to their property located at 13 - 17 Motion Bay Road Extension. <b>Motion #116 Jerry Hearn/David Doyle</b> Proposed there will be no fee attached to this permit. All in favor, motion carried.
19		<b>Motion #117 Randy Burton/Jerry Hearn</b> Proposed invoices in the total amount of \$11813.11 be approved for payment. All in favor, motion carried.

	<b>NEW BUSINESS</b>	
20		Jerry - Contact Harbour Authority to inform them that Council has some concerns with respect to traffic and drinking on wharf. Would appreciate if something can be done.
21		Ron - Informed Council he was very impressed with Jackie Connolly on her presentation to the Tidy Town Judges on August 12 <sup>th</sup> . Ron also stated that Ann Payne gave a good presentation on their visit to the museum.
22		Ron - Suggested a letter of thanks be sent the members of the Arts and Heritage Committee on hosting such a great festival.
23		Randy - There is still an issue with vehicles parking on the Main Road Lane. Will send a letter to Wanda Rossiter stating it is illegal to park on this road and if this continues the vehicle will be ticketed or towed.
24		David - The Finance Committee will meet next week.
25		David - The proposal for assessment of option for the municipal building from Mae Design Limited will be discussed at the next meeting.
26		David - Suggested Council provide the summer program staff with lunch to say thank you for their work over the past eight weeks.
27		<p>Nat - Informed Council that the town's insurance will top up Linda Doyle's unemployment while she is receiving employment insurance. Once she goes on long term disability they will no longer pay the top up. Linda was volunteering in the centre for a wedding on July 3<sup>rd</sup> when she fell and broke her arm. Council will get a legal opinion from their lawyer as to the rights Linda may have with respect to being compensated by the town's insurance.</p> <p><b>Motion #118 Jerry Hearn/David Doyle</b>  Proposed Council send Linda a cheque for \$200.00 to show their gratitude along with their best wishes. All in favor, motion carried.</p>
28		Nat - Thanked Ron Doyle and the Heritage Committee for putting off a great festival.
29		Nat - Thanked Tidy Towns Committee especially Donna Stack, Jackie Connolly and her family for putting so much work into making the town clean and beautiful.
30		Nat - Thanked the Development Corporation for all their hard work in having the information centre project completed.
31		Nat - The tender for the construction of the youth centre will close on Friday, August 20 <sup>th</sup> .
32		<p><b>Motion #119 Randy Burton/David Doyle</b>  Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:40 pm. The next meeting is scheduled for Monday, September 20<sup>th</sup>.</p>

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, SEPTEMBER 20, 2010**

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

**ABSENT:** Jerry Hearn

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:00 pm.
2		Greg Stokes the town's auditor was present to explain the 2009 financial statements. The layout of the financial statements have changed in order to look like world wide statements. It is going to take a while to get used to the new format for the statements. Greg stated the town faired well in 2009. He stated the recreation financial statements are in line but is recommending they use simply accounting which will make it much easier to complete their statements. The Gas Tax Agreement Statements indicates there is \$97,000 to spend. He is recommending staff should have professional development in order to keep abreast with changes that may occur with their work. Copies of the financial statements will be given to each councillor to discuss for the next meeting.
3		Members from the Recreation Committee were present to discuss some issues. (1) They wanted to inform Council that they have to date paid a total of \$4677.61 in payroll taxes for 2006/2007 which should have been submitted by previous Recreation Committee. The total interest and penalties included is \$1524.21. (2) They are requesting \$3,000 council has budgeted for 2010 to help offset the cost of installing 64 new fluorescent lights at a cost of \$3300. (3) Recreation is suggesting they meet with council concerning the summer program after their AM in order to put together a structured program which can be implemented for the summer of 2011. (4) They would like to meeting with a few members of council to discuss a new sports showcase for the center. (5) A few questions were asked with respect to the town's insurance policy concerning Linda Doyle who broke her arm back in July volunteering in the bar for a wedding. There was some discussion on this. Council would like Recreation to submit a compensation package to Council for their review for volunteers who get injured while volunteering.
4		Recreation has some concerns with respect to the mold issue in the center that recreation was not notified of this work been done which created a lot of hassle to try and keep the building presentable enough for functions. They would like to be assured that this lack of communication does not happen in the future.
5		There is a fund-raise on October 23 <sup>rd</sup> to install a new sports showcase for the center. Randy agreed to be the Council rep for the Recreation meetings.

6		<p>Minutes August 16, 2010 were read. There were no errors or omissions.</p> <p><b>Motion# 120 David Doyle/Randy Burton</b>  Proposed minutes August 16, 2010 be adopted as read. All in favor, motion carried.</p>
7		<p><b>Motion # 121 Randy Burton/Sam Lee</b>  Proposed to issue a payment of \$3000.00 to Recreation Committee as stated in the 2010 budget. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
8		#6 Randy will follow up with Avalon Recycling Services Limited who are offering curbside recycling services for all the town's residents for \$2.00 per collection per house.
9		#25 David will review the proposal for assessment of option for the municipal building from Mae Design Limited for the next meeting.
10		#20 A notice will be sent to residents with respect to drinking in public
11		#23 Tickets will be issued to vehicles parked on the Main Road Lane.
	<b>TONIGHT'S AGENDA</b>	
12		<p>A letter from Robin Summers, Mae Design with the tenders results which closed on August 20<sup>th</sup> for the construction of the Youth Center. 1. Chard's Construction Ltd \$866,000.00 plus HST; 2. J.W. Lindsay Enterprises \$974,094.69 plus HST; 3. Eastern Contracting \$1,094,892.04 plus HST. The construction budget for this project was \$544,077.28 plus HST. This leaves a construction budget shortfall of \$321,922.72 plus HST. Will contact Robin to set up a meeting for Tuesday, September 28<sup>th</sup> at 7pm to discuss if there are options to cut back on some of the cost.</p>
13		There was some discussion on making office space for Judy. This will be discussed further at the next meeting.
14		Will have Jackie look to see where Richard Clarke can hook up to the water system to his shed on the waterfront area.
15		Will have Robin Summers at Mae Design submit projects for Capital Works Program. Deadline for submission is October 31, 2010.
16		<p>A quote of \$14,100 plus HST from Beaver Fencing and Paving for patch paving and paving.</p> <p><b>Motion #122 David Doyle/Sam Lee</b>  Proposed to approve the quote of \$14,100 plus HST from Beaver Fencing and Paving for patch paving and paving. All in favor, motion carried.</p>
17		<p>Application from Tony Lee to build a shed to be located at 81 Motion Bay Road.</p> <p><b>Motion # 123 David Doyle/Sam Lee</b>  Proposed to approve the application from Tony Lee to build a shed to be located at 81 Motion Bay Road subject to the inspection and approval of the Inspections and Development Committee and Jackie. All in favor, motion carried.</p>

18		<p>Application from Chafe's Landing to build an extension to be located at 11 Main Road, Petty Harbour.</p> <p>Due to the fact this is a flood zone area Council denied the application. They will have to contact Department of Environment to seek their approval.</p>
19		<p>Letter from Anne Chan requesting to write off interest in the amount of \$734.22 as this amount was accumulated during the time her ex husband had ownership of the property. Ms. Chan has paid the outstanding taxes in the amount of \$3522.05.</p> <p><b>Motion # 124 David Doyle/Ron Doyle</b></p> <p>Proposed to write off the amount of \$734.22 in interest charges for Anne Chan. David Doyle and Nat in favor. Ron, Sam, Randy and David Stack not in favor. Motion defeated.</p>
20		<p>2010 Winter Drinking Water Quality Report shows THM's at 137.5 ug/L and HHA concentrations at 160.5 ug/L. Ug/L means micrograms per litre which is the same as parts per billion. These results are from the water before it is treated. Will pass this information on to Jackie.</p>
21		<p>A Harbour Authority Bulletin states the Harbour Authority should be informed in advance of any event that is to take place on the waterfront area.</p>
22		<p>Letter from Gary Putt requesting the pole light beside his house be removed as it is causing the problem of attracting insects to the light which as result has to having his siding cleaned every year. NL Power indicated to him that Council would have to give permission to move the light. Will have Jackie inspect the area and make a recommendation for the next meeting.</p>
23		<p>NEAR Plan Leadership Committee and Technical Team will be holding a meeting on Thursday, September 23<sup>rd</sup> at 6pm City of St. John's.</p>
24		<p><b>Motion #125 David Doyle/Ron Doyle</b></p> <p>Proposed invoices in the total amount of \$14356.79 be approved for payment. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
25		<p>Ron - Presented thank you card from Arts &amp; Heritage Festival Committee.</p>
26		<p>Sam - Bob Chan is connected to the town's outlet on the waterfront. Sam will look at a way of connecting the water fountain to another outlet and have the present one disconnected.</p>
27		<p>Sam - Requested a letter be sent to waterfront properties and Harbour Authority requesting properties be cleaned up to include Peerless Fish. Also send letter to Jim Everard to have his shed repaired or removed.</p>
28		<p>David Stack - Tractors driving on pavement are damaging it in areas. Have Jackie keep a watch on this.</p>
29		<p>David Stack - Something needs to be done with Kevin Whitten's property. It is in a very bad state.</p>
30		<p>David Stack - The outside furniture needs to be store for the winter.</p>

31		<b>Motion #126 Ron Doyle/Randy Burton</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 10:27 pm.
----	--	---

**Nat Hutchings, Mayor** \_\_\_\_\_

**Noreen Costello, Chief Administrative Officer** \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, OCTOBER 4, 2010**

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

**ABSENT: Randy Burton**

#	WHO'S RESPONSIBLE	ITEM
1		Deputy Mayor Doyle brought the meeting to order at 7:04 PM.
2		Minister Dianne Whalen, passed away on October 3 <sup>rd</sup> . A minute of silence was held in her memory.
3		An application from Thomas Clarke to build a house on Motion Bay road Extension. Area will be inspected for recommendations for next meeting.
4		Crown Land Application from Christopher Clarke deferred to next meeting.
5		There was some discussion on putting a freeze on any further development on Motion Bay Road Extension. It is recommended council view this site. Council will meet at 5:30 Tuesday evening.
6		Minutes September 20, 2010 were read. There were no errors or omissions. <b>Motion #127 Sam Lee / David Stack</b> Proposed minutes September 20,2010 be adopted as read. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
7		#11 Inform Jackie that tickets are to be issued to any vehicle parking on Main Road Lane.
8		#14 There is a water line running through Bidgood's property that Council can run to the waterfront area with runs off for anyone wanting to connect. It was agreed in principal to get a cost to run this line.
9		#26 Sam contacted the Harbour Authority requesting permission to move the power mas serving the water fountain to the pole located on the federal property on the Northside beach area. The Harbour Authority is in agreement with this request.
10		#13 Will have Jackie get a cost estimate on making an office space for Judy.
11		#21 Ron stated notice from Harbour Authority stating they should be informed in advance of any event that is to take place on the waterfront area was probably referring to fireworks on waterfront during the Heritage Festival.
12		#20 Jerry will follow up on the 2010 Water Drinking Water Quality Report for the next meeting.

13		#22 Have Jackie contact NF Power to get a cost on having the pole light moved on Big Hill.
14		#26 Jackie to unplug Bob Chan from town's outlet on the waterfront.
15		#30 Have Jackie store the outside furniture for the winter.
16		<p><b>Motion #128 David Doyle/David Stack</b>  Proposed following special meeting on Thursday Sept 30<sup>th</sup> and after a long discussion it was agreed to postpone the construction of the Youth Center and further more an assessment feasibility study will be done as well as a needs assessment. A working committee will be implemented to carry out these studies. All in favor motion carried.</p> <p>Recommended names for committee: David Doyle, Ron Doyle, Jackie Williams, Pat Mathieu, Ann Payne, Chris Whitten, Diane/Trevor Chafe, Sherry Maher, Dawn Chafe, Colleen Stack, Judy Noseworthy, Bobby Walsh, Bob Hand, Isabel Turner and Troy Healey.</p>
17		Nat joined meeting at 8:30 pm.
18		<p>Letter from Jack Ershler stating he lost his prescription eye glasses during working hours due to no fault of his how..</p> <p><b>Motion #128 David Doyle / Jerry Hearn.</b>  Proposed to pay Jack Ershler for the loss of his prescription eye glasses up to a maximum of \$300.00 as stated in the employee contract. All in favor, motion carried.</p>
19		<p>The Municipal Convention is October 6 - 9.</p> <p><b>Motion #129 Jerry Hearn / David Doyle.</b>  Proposed to pay Nat and David Doyle \$100.00 each for networking during the convention. All in favor motion carried. Noreen will volunteer at registration desk Thursday evening &amp; Friday.</p>
20		<p>Nat is requesting the town to pay \$200.00 for rental of a flat bed for the upcoming Santa Claus Parade.</p> <p><b>Motion #130 Jerry Hearn / Nat Hutchings</b>  Proposed the town pay \$200.00 for the rental of a flat bed for the Santa Claus Parade. All in favor, motion carried.</p>
21		A letter from Assistant Deputy Minister, Department of Municipal Affairs stating the town has met the requirements for an ICSP as set out in the ICSP guide developed by the Department of Municipal Affairs.
22		Applications for the Municipal Capital Works Program has been extended to November 30, 2010.
23		An Emergency Plan needs to be implemented for the town. There was some discussion that the road at Heart's Point that flooded during the Igor Storm. Will contact NF Power to inform them about this flooding.
24		<p><b>Motion #131 David Doyle / David Stack</b>  Proposed invoices in the total amount of \$5457.70 to be approved for payment. Nat, Ron, David Stack, Jerry and David Doyle in favor. Sam Lee not in favor, motion carried..</p>
25		There was some discussion on the 2010/2011 snowclearing tender. Will have Jackie to attend the next meeting to discuss the tender.
26		David Doyle - Suggested that the town give a donation to the Hurricane Igor victims.



27		David Doyle - Stated the town's budget is on track.
28		Jerry - stated one of the outside chairs need to be repaired.
29		David Stack - Have Jackie check to see who has water connected in the sheds on the waterfront.
30		David Stack - Asked if office could be open Friday when Noreen is not here. Noreen will ask Judy if her other job is flexible in order for her to be here on Friday morning.
31		Ron Doyle - Requesting a donation of \$300.00for War Memorial Service on November 11 <sup>th</sup> .
32		Ron Doyle - Informed Council that the property on Cribbies Road is finally being repaired.
33		Sam Lee - Asked if paving needs to be done on Ocean View Estates before Council will do snowclearing.
34		<b>Motion #132 David Doyle / Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:34 pm.

Ron Doyle, Deputy Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

# TOWN OF PETTY HARBOUR/MADDOX COVE

## REGULAR MEETING

MONDAY, NOVEMBER 1, 2010

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

**ABSENT:** Ron Doyle, David Doyle

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:06 pm.
2		Danny Layden was present to discuss the road specs submitted by Tony Conway to construct a road to access his property on Motion Bay Road Extension. The drawings submitted shows a 24 foot road. There was some discussion on this. It was agreed that Council will meet on Wednesday, November 3 <sup>rd</sup> at 8:00 pm to further discuss the development of Motion Bay Road Extension.
	<b>BUSINESS ARISING</b>	Minutes October 18, 2010 were read. There were no errors or omissions. <b>Motion # Randy Burton/Jerry Hearn</b> Proposed minutes of October 18, 2010 be adopted as read. All in favor, motion carried.
3		#2 The freeze on any development on Motion Bay Road Extension will be reviewed at the meeting on November 3 <sup>rd</sup> .
4		#14 Sam Lee informed Council he spoke to Dan Noseworthy, Department of Municipal Affairs who indicated it is the discretion of Council with respect to charging water and sewer to waterfront properties. Vacant land that can be built on Council must charge the water and sewer tax. As there are at least five of the Councillors who are in conflict with respect to discussing this issue will send a letter to the Minister of Municipal Affairs asking permission for all of Council to discuss this matter.
5		#16 Jackie called Department of Work Services and Transportation and is waiting on them to come out to look at the intersection off Main Road and Skinners Hill and the Bridge Railing that needs to be repaired. A letter has been sent to Newfoundland Power requesting they erect an information panel on the power house in the Skinner's Hill area.
6		#21 Will follow up with David Doyle on whether it is feasible to make the part time administration position full time.
7		Mae Design and Department of Municipal Affairs have been notified that the tender for the Youth Centre has been declined. A letter has been sent to Department of Municipal Affairs asking that the approved funds be held until a feasibility study has been completed.
	<b>TONIGHT'S AGENDA</b>	
8		Will discuss implementing a program for recycling at the next meeting.

9		<p>One tender for the 2010/2011 snowclearing was received from T &amp; D Enterprises Limited. The following prices were stated in the tender:</p> <p>2 4 x 4 wheel drive vehicles \$102.55 per hour each</p> <p>Heavy equipment front end loader or grader \$161.59 per hour</p> <p>Dump truck equipped with sand &amp; salt spreader \$124.30 per hour</p> <p>4 x 4 backhoe \$118.00 per hour</p> <p>Flat rate for sand truck to pick up salt &amp; sand \$118.00 per load</p> <p>Flat rate tandem load of salt &amp; sand delivered to council yard \$118.00</p> <p>Tandem dump truck for removal of snow \$80.00 per hour</p> <p>Flat rate for snow clearing for one year \$77,000.00</p> <p><b>Motion #141 Randy Burton/Jerry Hearn</b></p> <p>Proposed to accept the flat rate of \$77,000 for one year for the 2010/2011 snowclearing. This amount included HST. Nat Hutchings, David Stack, Randy Burton and Jerry Hearn in favor. Sam Lee abstained from voting due to the fact the contractor is his son in law. Motion carried.</p>
10		<p>Will contact the few people who lost trees during the Igor Storm to inform them that Council will take the trees but they have to be cut up small enough to lift onto the truck and placed on the roadside.</p>
11		<p>An application from Coconut Grove Investments to build a house on 3 Ocean View Blvd..</p> <p><b>Motion #142 Jerry Hearn/Sam Lee</b></p> <p>Proposed to approve the application from Coconut Grove Investments to build a house on 3 Ocean View Blvd subject to the inspection and approval of the Building Improvements Committee and Jackie. All in favor, motion carried.</p>
12		<p>An application from Coconut Grove Investments to build a house on 8 Ocean View Blvd.</p> <p><b>Motion #143 Jerry Hearn/Sam Lee</b></p> <p>Proposed to approve the application from Coconut Grove Investments to build a house on 8 Ocean View Blvd subject to the inspection and approval of the Building Improvements Committee and Jackie. All in favor, motion carried.</p>
13		<p>An application from Derrick Cove to build a shed on 6 Ocean View Blvd.</p> <p><b>Motion #144 Jerry Hearn/Sam Lee</b></p> <p>Proposed to approve the application from Derrick Cove to build a shed on 6 Ocean View Blvd subject to the inspection and approval of the Building Improvements Committee and Jackie. All in favor, motion carried.</p>
14		<p>A crown land application for Jason and Nancy Bungay to obtain a piece of property 71 x 60 behind 21 Hamlyn Heights. Council has no problem to submit application for crown land but it is believed that this property is private property which will be noted on the application.</p>
15		<p>The town has registered for the Take Charge of Your Town Challenge with Newfoundland Power.</p>
16		<p>Northeast Avalon Regional Economic Development Board will be hosting a planning session on Saturday, November 20<sup>th</sup> from 8:30 - 3:30 at the Travelers Inn, Kenmount Road.</p>
17		<p>A letter from Dean Ball, Mayor, Town of Deer Lake congratulating the town on winning the 2010 Tidy Town Award of Excellence.</p>

18		<b>Motion #145 David Stack/Sam Lee</b> Proposed the town borrow from the Canadian Imperial Bank of Commerce, Water Street, St. John's the amounts of \$21,504 and \$27,500 to assist the town with financing of Municipal Capital Works, Project Number 08036. All in favor, motion carried.
19		Ask Jackie to follow up with Robin Summers, Mae Design on the paving that was done on Motion Bay Road.
20		Will ask staff if they will volunteer their time to do traffic control on Remembrance Day.
21		An email from Corey and Melissa Lee stating Motion Bay Road Extension is in need of repair. Will have Jackie check to see if the recycled asphalt is available to put there.
22		<b>Motion #146 Randy Burton/Jerry Hearn</b> Proposed invoices in the total amount of \$29,923.91 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
23		David - Commented on the way potholes are filled. Suggested they should be cut and then filled which would make the asphalt last longer.
24		Jerry - Presented a list of things that need to be completed on Hamlyn Heights development before the town takes over responsibility of the water, sewer and road. Will send a letter to the owner giving 30 days to have this work completed. If not completed in 30 days the town will have the work done and charge any costs to the owner.
25		Nat - Asked if Council could come up with some sort of float for the Santa Claus Parade. Newfoundland Power declined the town's request asking them to sponsor the construction of the Santa Sleigh. Recreation Committee will discuss taking on this project at their next meeting.
26		<b>Motion #147 Jerry Hearn/Randy Burton</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:15 pm.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, NOVEMBER 29, 2010**

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

**ABSENT: Randy Burton**

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:05 pm.
2		It was agreed to add the following amendments to the agenda: (1) dog control complaint; (2) shoulder Main Road; (3) Invitation from Recreation; (4) Santa Claus Parade; (5) Paul Doyle Reclassification
3		Minutes November 15, 2010 were read. #11 should have Pressure Reducing Station as #1 priority and Cribbies Road - storm water drainage upgrading and paving as #2 priority. <b>Motion # 158 Sam Lee/Ron Doyle</b> Proposed minutes of November 15, 2010 be adopted with the above noted correction. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
4		#4 The town's engineer Robin Summers visited the site on Motion Bay Road Extension and has recommended no further development to proceed in this area.
5		#5 Jerry presented a draft copy of an excavation permit for future use.
6		#6 Will contact Department of Municipal Affairs to inquire if their department has a town planned that would be available to the town to do some work on the Motion Bay Road Extension area.
7		#16 On advice from the town's lawyer the invoice in the amount of \$540.00 for physiotherapy for Linda Doyle will not be paid as this has become a legal matter.
8		#23 Judy will be resigning her part time position of Administrative Assistant as of December 3, 2010.
9		#29 Will set up a meeting before Christmas to discuss the proposed Youth Centre.
10		#25 Have Jackie find out the distance you need to be from parking on a fire hydrant.
11		#7 Charging water and sewer to vacant properties and waterfront properties will be put on the agenda to be discussed at the next meeting.
12		#24 There are areas in Maddox Cove that need street lights. Have Jackie look to see which lights need to be replaced in order to see which areas need a light installed.

13		#8 Have Jackie follow up with the Department of Work Services and Transportation on water running out onto the Long Run Road, also a hole in the road on the Long Run Road and a hole in the road by David Doyle's.
	<b>TONIGHT'S AGENDA</b>	
14		Application from Bill and Judy Noseworthy to build a house on Motion Bay Road Extension. <b>Motion # 159 David Doyle/Jerry Hearn</b> Proposed to approve in principal the application for Bill and Judy Noseworthy to build a house subject to the inspection and approval of the Inspections and Development Committee and Jackie. All in favor, motion carried.
15		Application from Arthur Stack to build a shed on the waterfront. <b>Motion #160 Ron Doyle/Jerry Hearn</b> Proposed to approve in principal the application for Arthur Stack to build a shed on the waterfront subject to the inspection and approval of the Inspections and Development Committee and Jackie. Notification to be sent to the Harbour Authority. All in favor, motion carried.
16		<b>Motion #161 David Stack/Ron Doyle</b> Proposed to nominate Jerry Hearn as a representative to the Eastern Waste Management Board. All in favor, motion carried.
17		Have Jackie contact Department of Work Services and Transportation to repair the shoulder of the main road going up Maddox Cove Road.
18		A letter from Richard Raymond Jr. complaining about Doug Howlett's dog roaming. Will send a letter to Mr. Howlett advising him to confine his dog to his own property. Will inform Mr. Raymond if he take a photograph of the dog the town will issue a ticket to the owner.
19		The town will put the truck in the Santa Claus Parade. Will contact Newfoundland Power to see the pioneer's of the Newfoundland Power would be interested in building a sleigh for 2011.
20		An invitation from Recreation to attend the Annual Senior's Christmas Dinner and Dance on December 3 <sup>rd</sup> at 6:30 pm.
21		<b>Motion #162 David Doyle/Jerry Hearn</b> Proposed to reclassify Paul Doyle's position due to a change in duties and responsibilities. David and Noreen will come back with dollar amount for the next meeting. Ron Doyle left the chambers due to Paul been his brother. Nat, David Stack, David Doyle and Randy Burton in favor. Sam Lee not in favor, motion carried.
23		<b>Motion #163 David Doyle/Jerry Hearn</b> Proposed total invoices in the amount of \$7172.53 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
24		Sam - The river by Birmingham's needs to be cleaned out as it has grown in.

25		Sam - Informed Council that the bank is almost in on Lena Chafe's property. Water is running on her property into her driveway. Jackie suggested putting concrete on the bank near the guiderail. The only resolve would be to pave Weir's Lane. Will have Jackie get a cost on having this paved.
26		Sam - Pavement on Motion Bay Road Extension needs to be repaired on the inside. Have Jackie get a cost on having this done.
27		Jerry - Will do a final draft on the application for excavation permits.
28		Jerry - Any rivers to be cleaned out will need to inform Department of Environment.
29		Ron - Suggested to have a Christmas social after the regular council meeting on December 13 <sup>th</sup> .
30		<b>Motion #164 David Doyle/Ron Doyle</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:10 pm.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_

# TOWN OF PETTY HARBOUR/MADDOX COVE

## REGULAR MEETING

MONDAY, DECEMBER 13, 2010

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

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Hutchings brought the meeting to order at 7:07 pm.
2		It was agreed to add the following amendments to the agenda: (1) Recreation Committee; (2) Youth/LifeStyle Centre meeting.
3		Minutes of November 29, 2010 were read. There were no errors or omissions. <b>Motion #165 Randy Burton/David Stack</b> Proposed minutes of November 29, 2010 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
4		#7 Will notify Linda to inform her that Council can no longer discuss her hurting her arm back in July as she has retained a lawyer and this has become a legal matter.
5		#10 According to the fire department a vehicle has to be parked at least 10 feet from a fire hydrant.
6		#11 Charging water and sewer to vacant properties and waterfront properties will be deferred for the next meeting.
7		#12 A total of 13 street lights need to be installed in Maddox Cove and 7 to be installed in Petty Harbour. Will follow up with Newfoundland Power in having these installed in the New Year.
8		#13 Jerry will contact Keith Hutchings, MHA regarding water running out onto the Long Run Road to see if this problem can be resolved.
9		#17 Repairs to the shoulder of road on the main road in Maddox Cove has been done.
	<b>TONIGHT'S AGENDA</b>	
10		It was agreed to pay the part time staff a Christmas bonus of \$500.00.
11		A letter from Paul Madden requesting that his property located at 66 - 76A Motion Bay Road be exempt from paying taxes as this property is zoned as open space recreation. Or the possibility of Council purchasing this property for future recreational development or if Council would take into consideration rezoning the property in this area for residential development. Mr. Madden would also be interested in acquiring additional open space recreation for further development of a residential subdivision to be incorporated with his existing land holding in the area. This will be deferred for the next meeting and to be discussed with a town planner.



12		A letter from Kevin Chafe, Harbour Authority stating there are 2 minor jobs which will be done in the waterfront area (1) Layden's Trucking doing a job down by Peerless Fish plant. The cost will be \$4999.57 tax included; (2) Haggett and Company will be building a floating dock. The cost will be \$16,000.00 plus tax. Will ask Harbour Authority what type of work is being done by Peerless Fish. It was agreed that permits will be charged for these projects.
13		A letter from Robin Summers, Mae Design on the proposed new residential development off Motion Bay Road Extension. Robin's recommendations will be followed up with a town planner. Council will defer this for the next meeting.
14		<b>Motion #166 David Doyle/Jerry Hearn</b> Proposed to increase Paul Doyle's salary as per the following: .50 cents per hour from September 14, 2009 to November 26, 2010. And \$1.00 per hour from November 29, 2010 onwards. Nat, David Stack, Sam, David Doyle, Randy and Jerry in favor. Ron Doyle abstained from voting due to conflict of interest. Motion carried.
15		Council agreed to clean out the drain on Old Maddox Cove Road.
16		A quote of \$3,000 plus HST for the 2010 audit from Gregory Stokes. <b>Motion #167 David Doyle/Jerry Hearn</b> Proposed to accept the quote of \$3,000 plus HST from Gregory Stokes for the 2010 audit. All in favor, motion carried.
17		David Doyle informed Council a meeting was held on the proposed Youth/Lifestyle Centre. A committee will be set up with a meeting to be held in the New Year. David is suggesting that Council hire a consultant to do a report on the centre. <b>Motion #168 David Doyle/David Stack</b> Proposed a consultant be hired to complete a report on the proposed Youth/Lifestyle Centre. All in favor, motion carried.
18		Council will send a letter of thanks to the Recreation Committee on holding some great events this past year especially the Santa Claus Parade.
19		<b>Motion# 169 David Doyle/Ron Doyle</b> Proposed invoices in the total amount of \$20015.03 be approved for payment. Nat, Ron, David Stack, David Doyle, Randy and Jerry in favor. Sam Lee abstained from voting due to conflict of interest. Motion carried.
20		<b>Motion #170 David Doyle/Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:10 pm. The next regular meeting will be held on Monday, January 10, 2011.

Nat Hutchings, Mayor \_\_\_\_\_

Noreen Costello, Chief Administrative Officer \_\_\_\_\_