

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, JANUARY 9, 2012**

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

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:02 pm.
2		The Layden's were present to discuss the infill of their property in Maddox Cove. They would like to continue with the infill and would like to know what they have to do to continue. They have no plans to develop this property in the near future. Council will discuss this and follow up with them on the matter.
3		Minutes of December 12, 2011 were read. There were no errors or omissions. <b>Motion #01 Randy Burton/David Stack</b> Proposed minutes of December 12, 2011 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
4		#3 Will follow up with the town planner on this issue of a camper parked on the Northside Waterfront.
5		#10 Will contact the owner of 1 - 21A Hannaford's Lane to submit more information on the property and inquire how they plan to access the property.
	<b>TONIGHT'S AGENDA</b>	
6		North Atlantic Zipline submitted a Landlord's Waiver of Distraint and Consent to be signed by the town. <b>Motion #02 David Doyle/Randy Burton</b> Proposed to approve the Landlord's Waiver of Distraint and Consent to be signed by the town subject to the town's lawyer review. All in favor, motion carried.
7		A letter from a resident requesting to purchase a piece of property owned by the town located on Cribbies Road. <b>Motion #03 Randy Burton/Sam Lee</b> Proposed to sell property located at Cribbies Road and to notify residents of Council's intention to sell this property. Sam and Randy in favor. Ron, David Doyle, David Stack and Karl not in favor, motion defeated. Council agreed to send out a letter to residents stating the town is considering selling the property located.
8		A quote of \$3200 plus HST from Gregory Stokes Chartered Accountant to complete the town's 2011 audit. Council agreed they should get another couple of quotes on having the 2011 audit done.

9		Department of Environment and Conservation, Water Resources Management Division are holding seminars on water distribution system hydraulics and water quality issues. Will follow up with staff to attend.
10		Superintendent of Operations will be on extended sick leave until April 25, 2012. The part time/full time laborer position will be advertised.
11		Jerry joined the meeting at 8:25 pm.
12		Letter from resident concerning the flooding of their basement. Jerry inspected the area and is recommending a larger pipe be installed to take the water. Will have the town's engineer inspect the area.
13		A request from a resident to have a culvert placed in the drain next to their property. Will have staff inspect the area and contact Department of Work Services and Transportation.
14		The intersection on Motion Bay Road and the Main Road needs to be repaired. Will have staff inspect the area and have it repaired.
15		Application to build a shed to be located at 106 Motion Bay Road. <b>Motion #04 Jerry Hearn/David Doyle</b> Proposed to approve the application to build a shed to be located at 106 Motion Bay Road subject to the approval and inspection of the Inspections and Development Committee and Eddie. All in favor, motion carried.
16		<b>Motion #05 David Doyle/Jerry Hearn</b> Proposed to approve the town planner and engineer's recommendations with respect to the infill of properties and keep the stipulations on file for future infill applications. Will send out letter to Mr. Hollett as recommended by town planner. All in favor, motion carried.
17		A letter from North Atlantic Ziplines Inc concerning the usage of the existing trail located next to the town cemetery. Working on the construction of the zip line they have only used this trail when absolutely necessary but have noticed that it is predominately used by other recreational vehicles. Before they can take any action regarding the town's request to build a bridge over the creek they would need more information about the owner of the land whether it is Crown Land or is owned by the town. Jerry will follow up with the owner of North Atlantic Ziplines on this matter.
18		<b>Motion #06 David Doyle/Jerry Hearn</b> Proposed that council accept the proposal from CBCL Limited on the preparation of preliminary record drawing mapping for the town at a cost of \$2,000.00. All in favor, motion carried.
19		<b>Motion #07 David Doyle/Randy Burton</b> Proposed invoices in the total amount of \$28378.61 be approved for payment. Ron, David Doyle, David Stack, Jerry, Randy and Karl in favor. Sam Lee abstained from voting due to the fact that his son in law is the owner of T&D Enterprises whom are included in the invoices. Motion carried.
20		The newsletter regarding the decision on the proposed youth centre will be sent out to residents.

21		<b>Motion #08 Sam Lee/Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:15 pm.
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**Ron Doyle, Mayor** \_\_\_\_\_

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, JANUARY 23, 2012**

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

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:03 pm.
2		Minutes of January 9, 2012 were read. There were no errors or omissions. <b>Motion #09 David Doyle/Karl Chafe</b> Proposed minutes of January 9, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#4 Will send a letter to the owner of the property on the Northside Waterfront that has the camper placed there and ask them to have it removed. A letter from the owner of this property stating the trailer by his stage is an addition to his commercial fishing enterprise. The trailer is used by his fishing crew and himself during the fishing season and in the off season to coordinate his fishing activities. Will contact town planner to meet with council on the preparation of the town plan.
4		Application from Vincent Hearn to build porch to accessory building on Northside Waterfront. <b>Motion #10 Sam Lee/David Stack</b> Proposed to defer the application to build a porch to accessory building until Council meets with the town planner. All in favor, motion carried.
5		#6 The Town's lawyer reviewed the Landlord's Waiver of Distraint and Consent and had a couple of items changed and stated it was ok to sign the waiver. This has been signed and given to North Atlantic Zipline.
6		#7 Four letters were received from concerned residents stating they are not in favor of council's intention to sell the town property located on Cribbies Road. Will write these residents to say that the town is willing to work with residents in the area to revitalize this property. Also inform them that the town is in the process of updating their town plan. Sam and Jerry stated they would meet with these residents to discuss any suggestions on utilizing this property.
7		#13 Contacted Department of Work Services and Transportation to look at the area on the Long Run Road where a resident has requested the installation of a culvert.
8		#14 Follow up with staff to ensure the intersection on Motion Bay Road and the Main Road has been repaired.
	<b>TONIGHT'S AGENDA</b>	

9		<p>The Appeal Hearing Decision for Thomas Clarke states the Board determined that the Town did have the legal authority to process and deliver the stop work order as per Section 102 of the Urban and Rural Planning Act. However the Board also finds that the Town failed to adequately issue the stop work order. The Board reviewed the submissions made by the appellant, the town and the technical information and planning advice that was presented as evidence. The Board determined that the Town failed to adequately issue the stop work order despite their legislated right to issue it. Therefore the Board vacates the Town's Stop Work Order, the Stop Work Order as it is written is no longer in effect or valid. Based on the evidence presented, the Board orders that the Town's issued Stop Work Order dated November 23, 2010 is vacated. As such the Board orders that the Town pay Mr. Clarke \$113.00 as remittance for his appeal.</p> <p><b>Motion #11 David Doyle/Jerry Hearn</b>  Proposed be it so resolved that Permit No. 51, issued November 8, 2010 to Thomas Clarke be rescinded as the permit was issued in error without submission of an application specifying the extent of development to be undertaken. Be it further resolved that the applicant be written and advised that no further excavation on the property be undertaken until such time as an application specifying the extent of excavation intended is submitted for Council review and approval. All in favor, motion carried.</p>
10		<p>Note from Tony Conway requesting permission to level off crown land that he has purchased.</p> <p><b>Motion # 12 David Doyle/Jerry Hearn</b>  Proposed not to approve Mr. Conway's request to level off crown land that he has purchased based on the fact that this property is before the appeal board. All in favor, motion carried.</p>
11		<p>Jerry visited the North Atlantic Zip Line office to discuss the town's request to have them place a bridge over the creek in the area of the zip lines. The owner was not there and therefore Jerry left a message for Mr. Carter to contact him regarding this matter.</p>
12		<p>Jerry informed Council that at the last NEAJC meeting it was suggested that each individual town send a letter to Department of Municipal Affairs requesting extra funding under the gas tax. Mayor Dennis O'Keefe, City of St. John's is lobbying for extra funding for municipalities. Will follow up with other towns on this matter.</p>

13		<p>A letter from Greg Sheppard, Engineer, CBCL Limited with recommendations on his site visit to 33 Cribbies Road, Petty Harbour and 215 - 219 Main Road, Maddox Cove.</p> <p>During the site visit to 33 Cribbies Road it was discussed how water could be getting into Mr. Howlett's basement and the drainage situation along Cribbies Road in general. All present during the site agreed that it is not possible to determine how water is entering the basement without undertaking a sub surface investigation at the southeast corner of the house. The sub surface investigation would provide an opportunity to assess the groundwater level around the house and to determine with some degree of confidence the direction of the groundwater flow. Mr. Howlett indicated that he would undertake this work himself and advise the town of the findings. The town's staff person Ed Maher mentioned that he would like to be present during the sub surface investigation.</p> <p>Action: Coordinate with Mr. Howlett to ensure that a town representative is present during the sub surface investigation.</p> <p>Mr. Layden owner of the property located at 215 - 219 Main Road, Maddox Cove wishes to continue backfilling his property. The embankment slopes along the rear of this property are steep and the material types vary. Accordingly, a geotechnical engineer should assess this site and provide recommendations regarding Mr. Layden's proposal prior to the carrying out of any further backfilling operations. The geotechnical engineer's report should address at a minimum the backfill material type, compaction requirements and embankment slope. Action: The town may wish to advise the property owner of the above.</p> <p><b>Motion #13 David Stack/Karl Chafe</b></p> <p>Proposed to allow Mr. Layden to proceed with backfilling as he is almost finished. After some discussion on this David Stack withdrew his motion.</p> <p><b>Motion #14 Jerry Hearn/David Doyle</b></p> <p>Proposed to accept the engineer's recommendations as outlined above for both 33 Cribbies Road and 215 - 219 Main Road, Maddox Cove. Ron, David Doyle, David Stack, Jerry, Randy and Karl in favor. Sam Lee abstained from voting due to the fact that Mr. Layden is his son in law. Motion carried.</p>
14		<p><b>Motion #15 David Doyle/Randy Burton</b></p> <p>Proposed to have staff make a site visit to 157 Main Road, Maddox Cove to determine if Mr. Hollett is backfilling his property. In the event that Mr. Hollett is backfilling his property a Stop Work Order will be sent to Mr. Hollett due to the fact that Mr. Hollett did not comply with the stipulations set out in a letter that was sent to him on January 16, 2012. All in favor, motion carried.</p>
15		<p><b>Motion #16 Jerry Hearn/Randy Burton</b></p> <p>Proposed to accept the quote of \$3,200 plus HST from Gregory Stokes for the preparation of the town's 2011 financial statements. All in favor, motion carried.</p>
16		<p>Council agreed to make application to Memorial University to apply for a Co-op Student. Memorial University will pay 67% of the salary and the town will be responsible for 33% of the salary. David Doyle will complete and submit the application.</p>
17		<p>2011 Spring Drinking Water Quality Report was received from Department of Environment and Conservation. Jerry will review for the next meeting.</p>

18		Will set up a meeting with Paul Peddle, Emergency Preparedness to start the process of an Emergency Preparedness Plan for the town which has to be done by the end of May 2012.
19		Municipal Affairs Critic George Murphy (MHA St. John's East) press release states he hopes that a large number of municipal officials will attend pre budget consultations around the province and tell the government face to face about the financial challenges facing the province's towns.
20		A letter from a resident requesting to construct a self storage facility to be located at 128 - 132 Main Road, Maddox Cove. Will ask for him to submit the number of units and the size of the building they intend to construct.
21		<b>Motion #17 David Doyle/Jerry Hearn</b> Proposed invoices in the total amount of \$11859.12 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
22		David Doyle - Job Opportunity for Outside Worker will be placed in the January 26 <sup>th</sup> edition of The Telegram. Closing date is February 6, 2012. David Doyle and Randy Burton are interested in sitting on the interviewing committee.
23		Ron - Suggested a letter to be sent to Keith Hutchings, MHA on obtaining funding for infrastructure.
24		Ron - Suggested council should send out a newsletter on a quarterly basis.
25		Sam - The drain on the Shore Lane is always getting blocked. Ed Maher, Acting Superintendent of Operations is suggesting to open up the old laneway to prevent overflowing. Sam is recommending installing a culvert across the road. Will have the town's engineer do a site visit.
26		<b>Motion #18 Jerry Hearn/Karl Chafe</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:27 pm.

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, FEBRUARY 6, 2012**

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

**ABSENT: David Doyle, Randy Burton, Karl Chafe**

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:20 pm.
2		Present in the chambers Thomas and Jeanette Hollett.
3		Minutes of January 23, 2012 were read. There were no errors or omissions. <b>Motion #19 Sam Lee/Jerry Hearn</b> Proposed minutes of January 23, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
4		#3 A letter has been sent to the owner of the property on the Northside Waterfront that has a camper placed there requesting them to have it removed. As of this date there has been no response to this letter.
5		#7 The Department of Work Services and Transportation were contacted with respect to a request to have a culvert installed on the Long Run Road. Will contact Department of Work Services and Transportation regarding the large pot hole on the Long Run Road
6		#11 Jerry will follow up with the owner of North Atlantic Zip Line regarding the creek in the area of the zip lines.
7		#16 The Job Description for the Coop Student has been submitted to the university.
8		#17 Jerry informed Council that the 2011 Spring Drinking Water Quality Report has not changed from the last report.
9		#18 Paul Peddle from Emergency Preparedness will be meeting with Ron and Noreen on Tuesday morning to go over the preparation of the Emergency Preparedness Plan.
10		#22 Three resumes have been received for the Outside Worker position. The Hiring Committee will review these resumes over the next few days.
11		#23 A letter to be sent to Keith Hutchings, MHA on obtaining funding for infrastructure for the town.
12		#25 The town's engineer inspected the drain on the Shore Lane where it is getting blocked. As he is out of town this week Council should receive his report over the next week.
	<b>TONIGHT'S AGENDA</b>	



13		A letter from the owners of 215 - 219 Main Road, Maddox Cove concerning correspondence they received from the town stating they need to have a geotechnical survey completed on this property before they can place any more fill on the property. They would like Council to clarify their intentions as the governing body. Is it council's intention to freely allow them to continue with their endeavors providing they have the completion and approval of a geotechnical survey. Or would council still require further applications and approvals prior to allowing this to take place. If they were to successfully obtain such an assessment what additional steps will they need to undertake in order to proceed with their property backfilling or otherwise. Furthermore if they proceed with this survey it is their understanding and council needs to be aware that this may require ongoing construction activity for the duration of this study. Is council willing to allow this without further hassle or interruption. Will set up a meeting with the town's engineer to discuss this matter.
14		Application to build self storage mall 42 x 100 to be located at 128 - 132 Main Road, Maddox Cove. As this will be the location of a business a notice will be sent to residents informing them of the proposed building. The applicant will be responsible for the cost of sending out the notice.
15		<b>Motion #20 Jerry Hearn/David Stack</b> Proposed invoices in the total amount of \$19,485.43 be approved for payment. Ron, David and Jerry in favor. Sam Lee abstained from voting due to the fact that his son in law is the owner of T&D Enterprises. Motion carried.
	<b>NEW BUSINESS</b>	
16		David Stack - The Main Roads are not in good condition after a snow fall. Noreen informed Council that the Department of Work Services and Transportation and the City of St. John's have been contacted on this matter.
17		David Stack - Inquired if a meeting has been set up with the town planner regarding the updating of the town plan. Will contact the town planner to set up a meeting.
18		Ron - Some of the residents in the Cribbies area want to meet on Wednesday at 7:00 pm to discuss the revitalization of the old playground located on Cribbies Road. Sam Lee and Jerry Hearn will meet with the residents and also invite the Recreation Committee to attend.
19		Ron - Recreation's Annual General Meeting will be held on Sunday, February 26 <sup>th</sup> at 2:00 pm. All councillors are encouraged to attend this meeting.
20		<b>Motion #21 Sam Lee/Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:08 pm.

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, FEBRUARY 20, 2012**

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

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:03 pm.
2		Present in Chambers Thomas Hollett
3		Greg Sheppard the town's engineer was present to discuss the infill matter at 215 - 219 Main Road, Maddox Cove. Mr. Sheppard stated that a geotechnical engineer needs to inspect the property to ensure the property is appropriate for its intended use. There was some discussion around the table on this matter. Mr. Sheppard also stated the time limit on the geotechnical survey would depend on the person reading the report.
4		Minutes of February 6, 2012 were read. There were no errors or omissions. <b>Motion #22 Jerry Hearn/David Stack</b> Proposed minutes of February 6, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
5		#4 Will send a registered letter to the owner of the property owner on the Northside Waterfront that has a camper placed there requesting them to have it removed.
6		#5 The pothole on the Long Run Road has been filled in.
7		#6 Jerry will follow up with the owner of North Atlantic Zip Line regarding the creek in the area of the zip lines.
8		#7 The Coop Student application has been submitted.
9		#9 Met with Paul Peddle to go over the Emergency Preparedness Plan. The first step is to meet with Council to start the process. Will meet on Tuesday, February 28 <sup>th</sup> at 7:00 pm to start the process.
10		#18 Ron and Sam met with a group of residents from the Cribbies area. They have a plan to do something with the playground. They will go back to recreation and talk to them about things that can be done with the playground. Sam stated the town should have a survey done on this piece of property.
	<b>TONIGHT'S AGENDA</b>	
11		A letter from Pat Hannaford indicating his access to 1 - 21A Hannaford's Lane, Maddox Cove. Mr. Hannaford's intentions are to develop five building lots in this area. Will notify Mr. Hannaford to have the area pegged out and ask that he be present with the town's engineer does a site visit.

12		<p>A letter from Terry A. Chafe requesting to be exempt from paying water, sewer and garbage taxes for the property located at 54 Southside Road. This property is now used as a storage shed and is therefore no longer a residential home. The water and sewer lines have been stripped from the property.</p> <p><b>Motion #23 David Stack/David Doyle</b>  Proposed to exempt the garbage tax only which is \$75.00 per year for this property. All in favor, motion carried.</p>
13		<p><b>Motion #24 David Doyle/Jerry Hearn</b>  Proposed to approve a septic system for the purpose of purchasing crown land for Corey and Melissa Layden on Motion Bay Road Extension subject to the specifications submitted and the provincial regulations. All in favor, motion carried.</p>
14		<p>A letter from residents at 157 Main Road, Maddox Cove requesting to square off and level out their rear yard to enable them to landscape it without having to do a geotechnical survey beforehand. Mayor Doyle stated that council needs to take the recommendations from their engineers on these matters. Will follow up with the engineer on this.</p>
15		Will send a notice out requesting a quote on lawn care for the town.
16		Council agreed to have its annual spring clean up again this year.
	<b>NEW BUSINESS</b>	
17		David - Provided each councillor with a copy of Follow The Leader Nutrition Month Challenge . David stated that councillors should take a lead role on healthy issues.
18		Sam - Suggested that Department of Work Services and Transportation be contacted requesting a culvert be installed across the road by Ocean View Blvd.
19		Jerry - Recommended if it is known there will be heavy rain drains should be cleared.
20		Ron - Recreation's AGM is scheduled for Sunday February 26 <sup>th</sup> at 2:00 pm.
21		A new showcase has been installed in the centre and will be unveiled on March 2 <sup>nd</sup> . Council agreed to supply three plaques which will be given to Lou Birmingham, Jim Hamlyn and Jack Walsh for their contribution to sports over the years.
22		<p><b>Motion #25 Jerry Hearn/Sam Lee</b>  Proposed to hire Cyril Whitten as the full time/part time employee based on the hiring committee's recommendations. Harry Chafe will be second person in line for this position. All in favor, motion carried.</p>
23		<p><b>Motion #26 David Doyle/Randy Burton</b>  Proposed invoices in the total amount of \$4310.59 be approved for payment. All in favor, motion carried.</p>
24		<p><b>Motion #27 David Doyle/David Stack</b>  Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:15 pm.</p>

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

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

# TOWN OF PETTY HARBOUR/MADDOX COVE

## REGULAR MEETING

MONDAY, MARCH 5, 2012

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

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:10 pm.
2		Minutes of February 20, 2012 were read. There were no errors or omissions. <b>Motion #28 David Stack/David Doyle</b> Proposed minutes of February 20, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#5 A registered letter has been sent to the owner of the property owner on the Northside Waterfront that has a camper placed there requesting them to have it removed.
4		#8 David Doyle informed Council that it looks favorable that a Coop student will be hired for the summer to help administer recreational activities.
5		#10 Council agreed to have a legal search done on the playground property located at Cribbies to ensure it is owned by the town.
6		#11 Spoke with the town engineer who will inspect 1 - 21A Hannaford's Lane to see if this area can be developed.
7		#15 Will follow up to get quotes on lawn care for the town.
8		#9 The Royal Newfoundland Constabulary visited the office on March 1 <sup>st</sup> to discuss the Emergency Preparedness Plan on their involvement in the event of an emergency. If it is a local emergency which only involves the town they will be present in our Emergency Operations Centre. If it is a regional emergency they won't have a presence in our Emergency Operations Centre but would communicate with the town through a Regional Emergency Operations Centre. This information will be included in the town's Emergency Preparedness Plan.
	<b>TONIGHT'S AGENDA</b>	
9		Crown application from Christopher Clarke for crown land location on Motion Bay Road Extension. <b>Motion #29 David Doyle/Jerry Hearn</b> Proposed to reject the crown land application for Christopher Clarke for property located on Motion Bay Road Extension due to the fact that land in this area is frozen until a review of the town plan has been completed. All in favor, motion carried.

10		A letter requesting approval to develop property located on Cribbies Road and to have the water drainage coming on to the property inspected as this water is running from the playground area. Will have the town's engineer inspect the area.
11		MNL's Avalon Regional Meeting and Workshop is scheduled for March 30 and 31 to be located in Bay Roberts. Councillors interested in attending should notify Noreen by the end of this week.
12		A letter from Tony Conway requesting approval to place a hot dog trailer at 24 Main Road, Petty Harbour. Will send notice to public to inform them of this proposed venture. Mr. Conway will be responsible for the cost of mailing out the notice.
13		Application to build extension at 6 Cavells Lane, Petty Harbour. <b>Motion #30 Jerry Hearn/Randy Burton</b> Proposed to approve the application to build extension at 6 Cavells Lane, Petty Harbour subject to the inspection and approval of the Inspections and Development Committee and Eddie. All in favor, motion carried.
14		Application to build a house to be located at 69 Motion Bay Road, Maddox Cove. <b>Motion #31 David Doyle/Jerry Hearn</b> Proposed to approve the application to build a house to be located at 69 Motion Bay Road, Maddox Cove subject to the inspection and approval of the Inspections and Development Committee and Eddie. All in favor, motion carried.
15		<b>Motion #32 David Stack/Jerry Hearn</b> Proposed invoices in the total amount of \$27319.31 be approved for payment. Ron, David Doyle, David Stack, Jerry, Randy and Karl in favor. Sam Lee abstained from voting due to the fact that his son in law is the owner of T&D Enterprises. Motion carried.
	<b>NEW BUSINESS</b>	
16		David Doyle - Nutrition month is March and is encouraging all councillors to sign up.
17		David Doyle - Gave notice for intent for a motion for salary grid for the next meeting.
18		Sam - Requested a follow up with the town's engineer on the report for possible installation of a culvert on Shore Lane.
19		Sam - Requested a follow up with Department of Work Services and Transportation on requesting a culvert be put across the main road from Ocean View Blvd to prevent overflow of water coming off that road.
20		Ron - Council to meet with new recreation members and the Development Corporation on March 12 <sup>th</sup> .
21		Ron - The unveiling of the new showcase in the centre was held on March 3 <sup>rd</sup> . There was a great turnout for this event.
22		Ron - Informed Council that this is Education Week
23		<b>Motion #33 Jerry Hearn/Randy Burton</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:59 pm.
24		Council entered into a private meeting.

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**TUESDAY, MARCH 20, 2012**

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

**ABSENT: Ron Doyle, Sam Lee, Karl Chafe**

#	WHO'S RESPONSIBLE	ITEM
1		Deputy Mayor Doyle brought the meeting to order at 7:20 pm.
2		Minutes of March 5, 2012 were read. There were no errors or omissions. <b>Motion #34 Jerry Hearn/Randy Burton</b> Proposed minutes of March 5, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#6 The town's engineer inspected 1 - 21A Hannaford's Lane and will submit a report on whether or not this area can be developed.
4		#13 The application to build an extension at 6 Cavells Lane has been approved by the Inspections and Development Committee and Eddie.
5		#14 The town's engineer did a site inspection to 69 Motion Bay Road and has requested the house be plotted on a survey of the property to see if a house can be built on this property.
6		#20 Council met with the new Recreation members on March 12 <sup>th</sup> . Deputy Mayor Doyle stated it was a good meeting and Council looks forward to working with the Recreation members over the coming months.
	<b>TONIGHT'S AGENDA</b>	
7		A quote from Enviro Masters on the lawn care for this summer. Council will look at last years cost and make a decision at the next meeting.
8		Several letters of concern were received from residents on the proposed self storage mall. <b>Motion #35 Jerry Hearn/David Stack</b> Proposed to consult with the town planner on this proposed self storage mall before making a decision. All in favor, motion carried.
9		The town's engineer submitted an estimate of \$7500 to \$10000 for the construction to upgrade Shore Lane of approximately 100 - 120 meters. This estimate includes excavation, ditching, culverts and road granulars. The engineer indicated there is no mapping available for this are, however they can do a field survey and prepare a drawing if required. The drawing would show the limits of the excavation and ditching and the locations of proposed culverts. <b>Motion #36 Jerry Hearn/David Stack</b> Proposed to approve the upgrading of Shore Lane based on the estimate from the town's engineer. Council will look at the most cost effective way to pay for this work. All in favor, motion carried.

10		The Conway appeal hearing is scheduled for March 21 <sup>st</sup> at 9:00 am. Mr. Conway's lawyer is requesting to have the hearing deferred to a later date.
11		The Northeast Avalon Regional Economic Development Board is holding round table discussions on Newcomer Settlement and Integration Program on Friday, March 23 <sup>rd</sup> from 9:30 am to 11:30 am at the Canada Business Services Centre, 90 O'Leary Avenue.
12		Application to build an extension located at 35 Skinners Hill. <b>Motion #37 David Stack/Jerry Hearn</b> Proposed to approve the application to build an extension at 35 Skinners Hill as this has been inspected and approved by a member of the Inspections and Development Committee and Eddie. All in favor, motion carried.
13		A letter from the Director of Planning, City of St. John's indicating they have received a joint application from four property owners requesting that their properties on the north side of Maddox Cove Road near the City's municipal boundary with the Town of Petty Harbour/Maddox Cove be rezoned from the Open Space Reserve Zone to the Rural Residential Infill Zone. The purpose of the proposed rezoning is to enable single detached houses to be build on the properties with private on site water and septic sewer systems. The St. John's Municipal Council requested the Minister of Municipal Affairs to undertake a map amendment to the St. John's Urban Region Regional Plan to redesignate the subject properties from Restricted to Rural in order to accommodate the City's proposed rezoning amendment. Council agreed to send a letter of support to the City of St. John's in support of the joint application but indicate to them that presently they are having a struggle with the infill of properties in this area and that there is a river that runs behind those properties that have requested to be rezoned.
14		The Municipal Symposium will be held May 3 to May 5 in Gander. The deadline for registration is Friday, April 27 <sup>th</sup> .
15		Volunteer Appreciation Week is April 15 <sup>th</sup> - 21 <sup>st</sup> . Council agreed to host a social with a tentative date of April 20 <sup>th</sup> . Will check on booking the centre for this date.
16		The windows in the back of the museum are leaking. Will have the staff inspect and repair these windows.
17		Deputy Mayor Doyle stated the St. Patrick's Day concert held on March 16 <sup>th</sup> was a great success.
18		Interviews were held for the Coop Student. Merissa Corrigan has accepted the position. Merissa will start work around the end of April.
19		Jerry will draft a letter to the Minister of Fisheries and Oceans with respect to how individual licences are been handled.
20		<b>Motion #38 David Stack/Randy Burton</b> Proposed invoices in the total amount of \$6262.63 be approved for payment. All in favor, motion carried.
21		<b>Motion #39 David Stack/Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:10 pm.
22		Council entered into a private meeting at 8:20 pm.

David Doyle, Deputy Mayor \_\_\_\_\_

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, APRIL 2, 2012**

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

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:08 pm.
2		Minutes of March 20, 2012 were read. There were no errors or omissions. <b>Motion #40 Randy Burton/David Doyle</b> Proposed minutes of March 20, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		<b>Motion #41 David Stack/Jerry Hearn</b> Proposed to accept the quote from Enviro Masters to cut the grass on the town's properties for the summer of 2012. The approximate price will be around \$1500.00. All in favor, motion carried.
4		<b>Motion #42 Jerry Hearn/Randy Burton</b> Proposed the application for William Lee to develop a self storage mall at Civic address 128-132 Main Road, Maddox Cove be refused for the following reasons: 1. The proposed development is contrary to Policy 5(4) of the Petty Harbour/Maddox Cove Municipal Plan. 2. The proposed light industrial use is not permitted as it does not meet the requirements for light industrial uses set out in Condition 5(b) of the Residential Medium Density Use Zone. 3. The public opposes the development as not being compatible with the residential nature of the area and potential impacts of the development on the adjacent river. Ron, David Doyle, David Stack, Jerry and Randy in favor. Karl Chafe not in favor. Sam Lee abstained from voting due to the fact that Mr. Lee is his brother. Motion carried.
5		#19 Jerry is in the process of drafting a letter to the Minister of Fisheries and Oceans with respect to how individual licences are been handled.
	<b>TONIGHT'S AGENDA</b>	
6		Mayor Doyle and Deputy Mayor Doyle attended a meeting with the Development Corporation last week. As part of revising the town plan the Development Corporation will have input of development in the downtown area. Will meet with the town planner to include the Development Corporation in the revision of the town plan.



7		Snowclearing is been pushed on the church property which is causing problems in the spring when the property needs to be cleaned up. Will wait to officially hear from the church committee on this matter.
8		A letter from Mary Bishop, Senior Projects Manager, CBCL Limited outlining the tasks involved in revising the town plan. The cost for preparing the plan is \$27210 including fees and expenses plus HST. It was agreed to defer a decision on this until after the finance meeting which will be held April 9 <sup>th</sup> .
9		Land owned by the Murphy's behind the ballfield in Maddox Cove are inquiring if they should be paying \$600 per year as this property does not have access to the water and sewer. It was agreed to look at this property as part of the revising the town plan to determine whether or not this property should have to pay the minimum property tax.
10		<b>Motion #43 David Doyle/Jerry Hearn</b> Be is resolved that Motion #5 from the minutes of January 9, 2012 be rescinded with respect to infill property having to obtain a geotechnical survey. Furthermore be it resolved pertaining to the two present infill properties if future development is to take place a geotechnical survey may be required. All in favor, motion carried.
11		<b>Motion #44 David Doyle/Jerry Hearn</b> Be it resolved that any future infill applications may require the engagement of an engineer at the applicant's expense. All in favor, motion carried.
12		The Coop Student should be ready to start work at the end of April.
13		<b>Motion #45 Randy Burton/Jerry Hearn</b> Proposed effective immediately that Section 16(a) and 16(b) of the Mobile Canteen Regulations increase the annual licence fee under these regulations to \$300.00 for each one a and b. All in favor, motion carried.
14		Will have the applicant for the hot dog/fish and chips stand to identify parking and the access to and from where he is placing the stand.
15		A report from the town's engineer on the proposed possible development on Hannaford's Lane states the site inspection revealed several challenges associated with developing this property including the provision of water and sewer services, site accessibility and site grading. Accordingly, it was suggested to Mr. Hannaford that he consider contracting an independent consulting engineer to advise him on the feasibility of his proposed development. If Mr. Hannaford proceeds with this development he will provide the town with a preliminary drawing for review.
16		A report from the town's engineer on the application to build a house at 69 Motion Bay Road states it was noted at the site visit that there are steep slopes located along the northern edge of the property. The proposed location was checked for compliance with the town's development regulations and noted that the proposed side yard distance is not acceptable and that there is no rear yard depth shown on the plan. It is recommended that the town request a revised lot plan showing a side yard of 1.5m and the rear yard depth. Due to the steep slopes along the northern edge of the property it is further recommended that the lot plan show the proposed finished elevations. Council is in agreement with this recommendation.

17		<p>A report from the town's engineer on an inquiry to develop a parcel of land located east of 30 - 42 Cribbies Road. It was requested by the town that the engineer assess how the existing drainage patters in this area would affect the development of this property. In the event that the property in question is developed the town should prevent surface water from flowing onto this adjacent property by constructing a drainage ditch that would tie into the local drainage system. This new drainage ditch would ultimately direct water into the existing ditch located at the rear of 30 - 42 Cribbies Road. Accordingly the new drainage ditch design should include capacity checks of the downstream systems including the existing ditch and the downstream culvert crossing Cribbies Road just south of 30 - 42 Cribbies Road. If the town receives a formal request to develop this lot the engineer would be pleased to carry out this work. It is recommended that the town request a lot plan with an application to develop the property in question. Council agreed to ask the engineer to submit a quote on having this water problem resolved.</p>
18		<p>A memo from Department of Tourism, Culture and Recreation outlining the following grants that available:</p> <ol style="list-style-type: none"> <li>1. Seniors Community Recreation Grant Program due April 30<sup>th</sup></li> <li>2. Community Recreation Development Grant Program due April 30<sup>th</sup>.</li> <li>3. Community/Minor Capital Grant Program due date as ongoing.</li> <li>4. Regional Games Hosting Program due 6 months prior to the games.</li> </ol>
19		<p>Application to build a house to be located at 58C Southside Road.  <b>Motion #46 Jerry Hearn/David Doyle</b>  Proposed to approve the application to build a house to be located at 58C Southside Road subject to the inspection and approval of the Inspections and Development Committee and Eddie. All in favor, motion carried.</p>
20		<p>Application to build a house to be located at 4 Weir's Lane.  <b>Motion #47 David Doyle/David Stack</b>  Proposed to approve the application to build a house to be located at 4 Weir's Lane subject to the inspection and approval of the Inspections and Development Committee an Eddie. All in favor, motion carried.</p>
21		<p>Application to build a shed 6 x 8 on the Northside Waterfront.  Council agreed to defer this application until the next meeting in order to get the size of the sheds that are in this area.</p>
22		<p><b>Motion #48 David Doyle/David Stack</b>  Proposed that invoices in the total amount of \$6949.01 be approved for payment. All in favor, motion carried.</p>
23		<p><b>Motion #49 David Doyle/Jerry Hearn</b>  Proposed that the Chief Administrative Officer's position be increased effective immediately. Ron Doyle, David Doyle, Jerry Hearn and Randy Burton in favor. David Stack, Sam Lee and Karl Chafe not in favor. Motion carried.</p>
	<b>NEW BUSINESS</b>	
24		<p>David Stack - Stated the grass next to the Information Centre is not in good shape. Council agreed to have the staff remove the grass.</p>
25		<p>Sam - Inquired on the engineer's report on the road upgrading for Shore Lane.</p>

26		Ron - The Arts and Heritage Festival will take place once again in August. Asked if the town would be interested in sponsoring a Jiggs Dinner for the Seniors during the festival. Council agreed to sponsor this dinner. Also Council will have a social for Volunteer Night on Thursday, April 19 <sup>th</sup> . Finger foods and a couple of liquor tickets will be provide to each volunteer.
27		<b>Motion #50 Jerry Hearn/David Stack</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:44 pm.

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, APRIL 16, 2012**

**PRESENT: Ron Doyle, David Stack, Sam Lee, Karl Chafe, Noreen Costello**

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

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:10 pm.
2		Minutes of April 2, 2012 were read. There were no errors or omissions. <b>Motion #51 David Stack/Karl Chafe</b> Proposed minutes of April 2, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#7 The church area has been cleaned up.
4		#10 Letters were sent to the two present infill properties stating if future development is take place a geotechnical survey may be required.
5		#21 The smallest shed on the Northside waterfront area is 10 x 20. <b>Motion #52 David Stack/Sam Lee</b> Proposed that any sheds to be constructed on the waterfront will be no less than 10 x 20 in size. All in favor, motion carried.
	<b>TONIGHT'S AGENDA</b>	
6		A request from Clarke to have water connected to shed on waterfront. Will have staff inspect the site to see where the water can be connected.
7		A letter from PHMC Recreation requesting their \$3,000 from the town. Also they are requesting to share minutes. The town's minutes are now updated on the website <b>Motion #53 David Stack/Karl Chafe</b> Proposed to approve the funding of \$3,000 for Petty Harbour/Maddox Cove Recreation. All in favor, motion carried.
8		A letter from the Town of Paradise stating they have received a request to rezone an area of land between Father Lacey Place and Springbrook Road from Residential to Residential Medium Density. The Minister of Municipal Affairs requires that the Town consult with all municipalities within the St. John's Urban Regional Plan area. The Town of Paradise is requesting a written response on the proposed amendment on or before April 24, 2012. Will send a letter to Town of Paradise stating Council does not have any objection to the rezoning of this land.
9		Email from resident requesting neighbor install a chimney cap. Will contact the fire department on this issue.

10		<p>A letter from a resident concerning the application to build a house on Weir's Lane. There was some discussion on issues with snowclearing and culverts.</p> <p><b>Motion #54 Karl Chafe/David Stack</b> Proposed to defer this application for the next meeting. All in favor, motion carried.</p>
11		<p><b>Motion #55 Karl Chafe/David Stack</b> Proposed to approved the auditor's report for the Local Government Gas Tax Funding Agreement ending December 31, 2011. All in favor, motion carried.</p>
12		<p>Mayor Doyle recognized Volunteer Week is April 15 - 21. Volunteer Night is scheduled for Thursday, April 19<sup>th</sup> at 7:00 pm. Finger foods and refreshments will be services.</p>
13		<p>Guide rail across from Clarke's on Main Road, Maddox Cove needs to be replaced. Will contact Keith Hutchings to follow up with Department of Works and Transportation to have this repaired.</p>
14		<p>Side of the road at the bottom of the Subdivision needs to be repaired. Will have staff inspect this area.</p>
15		<p>Letter from town's engineer stating the engineering cost for work required on Shore Lane is \$3,900 plus HST.</p> <p><b>Motion #56 David Stack/Sam Lee</b> Proposed to approve estimate construction cost of \$7,500 - \$10,000 and engineering costs of \$3,900 plus HST for Shore Lane. All in favor, motion carried.</p>
16		<p>It was agreed to defer the engineering costs \$7,500 plus HST for divert water on Cribbies Road. Council will look at resolving this problem on their own.</p>
17		<p><b>Motion #57 David Stack/Karl Chafe</b> Proposed invoices in the total amount of \$39,193.03 be approved for payment. Ron Doyle, David Stack and Karl Chafe in favor. Sam Lee abstained from voting due to the fact that the owner of T &amp; D Enterprises is his son in law. Motion carried.</p>
	<b>NEW BUSINESS</b>	
18		<p>David - The front of the community centre needs to be repaired. Council agreed this needs to be done. David will get a cost on having this done.</p>
19		<p>David - Motion Bay Road is in bad need of repairs. Will have the staff inspect the area.</p>
20		<p>Sam - Follow up with Works and Transportation on the town's request to have a culvert installed across the road from Ocean View.</p>
21		<p>Karl - Would like to have the town check on the cost of having a debit machine installed for the convenience of its tax payers.</p>
22		<p>Ron - A letter from Mr. Lee requesting to attend the next council meeting with respect to his application not been approved to construct a storage mall on the Main Road, Maddox Cove.</p> <p><b>Motion #58 David Stack/Karl Chafe</b> Proposed to reimburse Mr. Lee the cost of placing the public notice in the mail regarding his proposed business. Ron Doyle, David Stack and Karl Chafe in favor. Sam Lee abstained from voting due the fact that Mr. Lee is his brother. Motion carried.</p>

23		It was agreed to defer discussion on having the town plan revised for the next meeting.
24		<b>Motion #59 Sam Lee/Karl Chafe</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:05 pm.

**Ron Doyle, Mayor** \_\_\_\_\_

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, APRIL 30, 2012**

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

#		ITEM
1		Mayor Doyle brought the meeting to order at 7:03 pm.
2		William Lee was present to discuss his application for a storage mall. Mr. Lee's application was denied at a regular council meeting on April 2, 2012 as the proposed development is contrary to the Municipal Plan. Mr. Lee stated he should have been notified of this when he submitted a letter January 23 asking for the town's position on this facility and the by laws which effect this sort of construction before he would incur any unnecessary expenses. Council requested that he submit the number of units and the size of the building that he intended to construct. Mr. Lee stated he has incurred around \$500.00 in expenses as he assumed his application would be approved. If Mr. Lee had been notified that his proposed development was in contrary to the Municipal Plan he would not have incurred these expenses. Council will look at the letter submitted by Mr. Lee on January 23 and will discuss at the next meeting.
3		A letter from the Layden's (who were present in the chambers) concerning the construction of a shed at 25 Long Run Road. Their concern is the size of the shed that is been constructed. The size of the shed that is been constructed is 24 x 24 which has been approved by Council. They also stated in the letter that the intentions of the owner is to operate a business from this shed. At this point Council has not received an application requesting approval to operate a business from this shed. Until Council received an application to operate a business they cannot assume that it is the intention of the owner to operate a business.
4		Minutes of April 16, 2012 were read. There were no errors or omissions. <b>Motion #60 Randy Burton/David Doyle</b> Proposed minutes of April 16, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
5		#6 Will follow up with Eddie on a request from Clarke to have the water connected to his shed on the waterfront.
6		#10 The building application for Mootrey on Weir's Lane has been inspected. Sam Lee stated where the marks are placed it looks ok. It is not perceived there will be a problem with snowclearing. Mr. Mootrey has agreed to replace the culvert if needed. <b>Motion #61 Sam Lee/David Doyle</b> Proposed to approve the application for Danny Mootrey to build a house on Weir's Lane. All in favor, motion carried.
7		It is recommended that a guide rail be placed by Lena Chafe's property to avoid gravel going in on her property.

8		A letter has been sent to Minister Keith Hutchings regarding the repairs that need to be done by Department of Transportation and Works.
9		#14 Will follow up with staff to see if repairs have been done to the side of the road at the bottom of the Subdivision.
10		#15 The town's engineer will be at the office at 10am, May 1 <sup>st</sup> to discuss the repairs to Shore Lane. Sam Lee agreed to be in attendance.
11		#18 David Stack is going to get a cost from three contractors on having the front of the community centre repaired. Recreation is applying for a Community Recreation Grant. Council will set up a meeting with Recreation for next Monday to discuss plans for the building.
	<b>TONIGHT'S AGENDA</b>	
12		<p>The cost to install a debit machine would be 1.75% for the use of visa/master card. .15 cents for debit, \$36.00 annual fee and set up fee of \$99.00 plus the cost of having a phone line installed. There was some discussion on this.</p> <p><b>Motion #62 Jerry Hearn/David Doyle</b>  Proposed to put on hold the installation of a debit machine for cost effectiveness. Ron, David Doyle, Jerry and Randy in favor. Karl, David Stack and Sam not in favor. Motion carried.</p>
13		<p><b>Motion #63 David Doyle/Sam Lee</b>  Proposed to look for money in the budget to start the revision of the town plan. If all monies are not in the budget it was agreed to request a loan from the bank for the remainder amount to finish the plan. All in favor, motion carried.</p>
14		<p>Application to build a shed 12 x 16 to be located at 69 - 71 Main Road, Petty Harbour.</p> <p><b>Motion #64 Jerry Hearn/David Doyle</b>  Proposed to approve the application to build a shed 12 x 16 to be located at 69 - 71 Main Road, Petty Harbour subject to the inspection and approval of the Inspections and Development Committee and staff. If there is a problem with where the shed is to be built will contact Department of Transportation and Works for their approval. All in favor, motion carried.</p>
15		<p>Application to erect a fence to be located at 159 Main Road, Maddox Cove.</p> <p><b>Motion #65 David Doyle/Karl Chafe</b>  Proposed to approve the application to erect a fence to be located at 159 Main Road, Maddox Cove subject to the inspection and approval of the Inspections and Development Committee and staff. Ron, David Doyle, Sam, Jerry, Randy and Karl in favor. David Stack abstained from voting due to the fact that he is related to the applicant. Motion carried.</p>
16		The appeal hearing for Conway was heard today. There was some discussion on the hearing. Council will await for the decision of the board.
17		Tidy Towns cleanup will take place on Sunday, May 27 <sup>th</sup> at 2:00 pm.
18		David Doyle is working with the senior's group on submitting an application for a grant. The senior's group are looking for a room and storage area in the centre.
19		A letter was sent to the Harbour Authority requesting a trailer parked on the Southside waterfront be removed as this is not a residential area.



20		Council would like to send out condolences to staff person Edward Maher on the recent passing of his mother. <b>Motion #66 Sam Lee/Karl Chafe</b> Proposed to make a donation of \$100.00 to the St. Joseph's Parish repair fund in memory of Mrs. Maher. All in favor, motion carried.
21		<b>Motion #67 Jerry Hearn/David Doyle</b> Proposed invoices in the total amount of \$11986.93 be approved for payment. Ron, David Doyle, David Stack, Jerry, Randy and Karl in favor. Sam Lee abstained from voting due to the fact that he is related to the owner of T & D Enterprises. Motion carried.
22		Mayor Doyle will attend the International Police and Peace Officer Memorial Service on Wednesday, May 16 <sup>th</sup> at 11:00 am at the Seventh Day Adventist Church located at 33 Aldershot Street, St. John's.
23		<b>Motion #68 Jerry Hearn/Randy Burton</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:08 pm.

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, MAY 14, 2012**

**PRESENT:** Ron Doyle, David Doyle, David Stack, Sam Lee, Jerry Hearn, Karl Chafe, Noreen Costello

**ABSENT:** Randy Burton

#		ITEM
1		Mayor Doyle brought the meeting to order at 7:10 pm.
2		Minutes of April 30, 2012 were read. There were no errors or omissions. <b>Motion #69 David Doyle/Jerry Hearn</b> Proposed minutes of April 30, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		<b>#2 Motion #70 David Doyle/Jerry Hearn</b> Proposed not to refund Mr. Lee expenses of \$500.00 incurred by him as he assumed his application to construct a storage mall would be approved. Mr. Lee's application was denied on April 2, 2012 as the proposed development is contrary to the Municipal Plan. Ron, David Doyle, Jerry in favor. David Stack and Karl not in favor. Sam Lee abstained from voting due the fact that he is the brother of Mr. Lee. Motion carried.
4		#8 Will follow up with Keith Hutchings on the status of funding for the Capital Works Projects.
5		#10 Sam visited Shore Lane with the town's engineer on the upgrading of the lane. After inspection it was revealed the price given on repairing the lane only included from Hickey to the Guest property. It was the understanding of Council that the price given was to have the whole Lane upgraded. Will follow up with the engineer to confirm if the price given was for the entire lane. If not will ask the engineer for a price on having the entire lane upgraded.
6		#13 Funds were found in the budget for the full cost of having a revision of the town plan completed.
7		#16 The decision of appeal by the Eastern Newfoundland Regional Appeal Board for Conway was received. Based on its findings the Board determined that the Council had authority to refuse the application for development of a single dwelling at Motion Bay Road Extension on April 26, 2011 because a single dwelling is not permitted in that area by the Municipal Plan and Development Regulations. The Board orders that the town pay an amount of money equal to the appeal filing fee of \$113.00 paid by the appellant to the appellant. <b>Motion #71 Jerry Hearn/David Doyle</b> Proposed to pay the amount of \$113.00 which is equal to the appeal filing fee by Mr. Conway. All in favor, motion carried.
8		#17 A notice has been sent out on a community cleanup scheduled for Sunday, May 27 <sup>th</sup> at 2:00 pm.

	TONIGHT'S AGENDA	
9		<p>A request for a donation from Newfoundland and Labrador Selects Girls Softball Team for their 2013 Canada Summer Games Softball Program. Rebecca Maher from Maddox Cove will be a part of this team.</p> <p><b>Motion #72 David Doyle/Karl Chafe</b> Proposed to approve the amount of \$100.00 for a donation to the Newfoundland and Labrador Selects Girls Softball Team for their 2013 Canada Summer Games Softball Program. All in favor, motion carried.</p>
10		<p><b>Motion #73 David Doyle/Karl Chafe</b> Proposed to write off the amount of \$309.42 for Patrick Flynn as this amount was paid by the person who bought this property back in 2010. All in favor, motion carried.</p>
11		<p><b>Motion #74 David Doyle/David Stack</b> Proposed to write off the amount of \$7.91 for Gary Taylor for interested charged as Mr. Taylor is no longer a resident. All in favor, motion carried.</p>
12		<p><b>Motion #75 David Doyle/Jerry Hearn</b> Proposed to write off the amount of \$13.13 for Keith Noble for interest charged as Mr. Noble has paid his 2012 taxes in full. All in favor, motion carried.</p>
13		<p>A quote of \$2800.00 plus tax was received from Beaver Paving to replace the gutter on Motion Bay Road.</p> <p><b>Motion # 76 Karl Chafe/David Doyle</b> Proposed to accept the quote of \$2800.00 plus tax from Beaver Paving to replace the gutter on Motion Bay Road. All in favor, motion carried.</p>
14		<p>The Coop Student started working today. She will be working on Recreation Projects. David Doyle stated there is no funding available from the University to pay part of the salary as was thought in the beginning. Therefore Council will be responsible for 100% of her salary.</p> <p><b>Motion #77 David Doyle/Jerry Hearn</b> Proposed to approve 100% of the salary for the Coop Student for 15 weeks at \$14.00 per hour. Ron, David Doyle, David Stack, Jerry and Karl in favor. Sam Lee not in favor. Motion carried.</p>
15		<p>The town has been approved under the Canada Summer Jobs for 7 students for 7 weeks at 35 hours per week. Recreation were also approved under the Canada Summer Jobs for 7 students for 7 weeks at 35 hours per week.</p>
16		<p>Application to build a garage 24 x 24 and erect a fence to be located at 21 - 23 Long Run Road. This has been inspected and approved by the Inspections and Development Committee and Eddie.</p> <p><b>Motion #78 David Doyle/Karl Chafe</b> Proposed to approve the application to build a garage 24 x 24 and erect a fence to be located at 21 - 23 Long Run Road. All in favor, motion carried.</p>
17		<p><b>Motion #79 Karl Chafe/Jerry Hearn</b> Proposed to repair the sod and secure the area at the Information Centre by installing 4 or 6 posts with chain/fencing. All in favor, motion carried.</p>

18		<p>Application from Clarke to excavate property located at Motion Bay Road Extension.</p> <p><b>Motion #80 Jerry Hearn/David Stack</b></p> <p>Proposed to not approve the application for Clarke to excavate property located at Motion Bay Road Extension as there is a freeze on development in this area and furthermore until the town plan has been reviewed there will be no approvals of any sort given in this area. All in favor, motion carried.</p>
19		<p><b>Motion #81 Sam Lee/David Stack</b></p> <p>Proposed invoices in the total amount of \$9727.48 be approved for payment. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
20		<p>Ron - Presented an email from a resident on the Long Run Road complaining about the constant barking of dogs in the area. Will have the resident identify the owners and will send them a letter with a copy of the Animal By Law.</p>
21		<p>David Stack - Brought to the attention of Council on the debris located on the Southside Road. Will send a letter to the owner of the property and ask them to remove this debris.</p>
22		<p>David Stack - Brought to the attention of Council that a resident is cutting up wood on the ballfield which is leaving a mess of saw dust. Will send a letter to the resident and ask them to refrain from cutting wood on the ballfield and to clean up the mess of saw dust.</p>
23		<p>Ron - Mr. Hickey has placed a trailer on his property on the Southside Road without obtaining a permit from the town. Will contact Mr. Hickey and ask him to remove the trailer.</p>
24		<p>David Stack - Reminded Council that Mr. Hearn requested last year that the water fountain when placed back into the water be moved away from his stage in order for him to avoid hitting the water fountain when moving his boat in and out of his stage.</p>
25		<p>Sam - Asked that North Atlantic Ziplines be contacted about the Notice of Intent which was placed in The Telegram, May 9<sup>th</sup> in which they intend to apply to the Department of Environment and Conservation to acquire a parcel of Crown land situated within 15 meters of the water of First Pont in the electoral district of Petty Harbour/St. John's for the purpose of Landing Site to confirm what jurisdiction this area is in.</p>
26		<p>Jerry - Will follow with the City of St. John's for a copy of their regulations with respect to building sheds/garages.</p>
27		<p><b>Motion #82 Jerry Hearn/David Stack</b></p> <p>Proposed that the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:17 pm.</p>

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, MAY 28, 2012**

**PRESENT: Ron Doyle, David Doyle, Sam Lee, Randy Burton, Karl Chafe, Noreen Costello**

**ABSENT: David Stack, Jerry Hearn**

#		ITEM
1		Mayor Doyle brought the meeting to order at 7:01 pm.
2		Minutes of May 14, 2012 were read. There were no errors or omissions. <b>Motion #83 David Doyle/Karl Chafe</b> Proposed minutes of May 14, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#17 Posts and picnic tables will be placed in the area of the Information Centre to secure the area. Will look at replacing the grass with rocks. Council will set up a meeting with the town's lawyer to discuss the right of way by the Information Centre and come to an arrangement with Mr. Bidgood.
4		#20 A letter was sent to the owner of the barking dogs.
5		#21 A letter was sent the property owner who has a large amount of debris on his property asking that the debris be removed.
6		#22 A letter was sent to the resident who was cutting up wood on the ballfield and they have cleaned up the area.
7		#23 A letter was sent to the owner of the trailer on the Southside Road asking that the trailer be removed as they do not have a permit to have the trailer placed on the property.
8		#24 The water fountain will need to be moved to another place when placed back in the water. Will ask Jackie for suggestions on where to move the fountain.
9		#25 The Notice of Intent which was placed in the Telegram, May 9 <sup>th</sup> in which North Atlantic Ziplines intend to apply to the Department of Environment and Conservation to acquire a parcel of Crown Land situated within 15 meters of the water of First Pond in the electoral district of Petty Harbour/St John's for the purpose of a landing site is within the limits of the City of St. John's.
	<b>TONIGHT'S AGENDA</b>	
10		The Northeast Avalon Regional Economic Development Board will be holding their annual general meeting on Wednesday, June 13 <sup>th</sup> at 12:00 pm at the Capital Hotel, Kenmount Road. Will check with Jerry to see if he can attend. If Jerry is unable to attend Mayor Doyle will attend.
12		<b>Motion #84 David Doyle/Sam Lee</b> Proposed to hold council meetings once a month for June, July and August. All in favor, motion carried. Next meeting will be Monday, June 11 <sup>th</sup> .

13		The quote from town's engineer to repair all of Shore Lane will be \$28,000 plus tax. The engineering cost to oversee this project will be \$5,750.00. There was some discussion on this and it was agreed because of the high cost this would be placed on next year's capital works projects.
14		<b>Motion #85 Karl Chafe/David Doyle</b> Proposed to reimburse Mr. Hollett for the cost of topping up the manhole on his property as this manhole is the property of the town. Mr. Hollett is to submit the original invoices on having this done. All in favor, motion carried.
15		An email from O'Reilly's looking to purchase a parcel of land adjacent to the Information Centre. All of Council agreed that they are not interested in selling any property that belongs to the town at this present time.
16		Email from property owner of land behind the ballfield in Maddox Cove stating this land is zoned as open space and would like to see it zoned as residential. He states he should not have to pay taxes on this property because it is zoned as open space. He is requesting if Council does not agree to change the zoning of this property then there should not be any taxes charged or for Council to purchase the property. Council agreed to look at this area during the review of the town place. The owner is still responsible for paying taxes on this property.
17		<b>Motion #86 David Doyle/Karl Chafe</b> Proposed invoices in the total amount of \$6233.66 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
18		David Doyle - The Coop Student is in the process of developing a program for the summer program. Some changes will made to the program. A public notice will sent out over the next week informing residents of the program and registration information.
19		<b>Motion #87 David Doyle/Randy Burton</b> Proposed to send the Coop Student to the Recreation Newfoundland and Labrador Annual General Meeting and Conference on June 1 - 2. All in favor, motion carried.
20		Karl - Inquired on having the lines painted on the town's roads. Will have staff get a price on having this done.
21		Karl - Asked if staff could check out a load of fill that has been placed on a property in the subdivision.
22		Karl - The centre parking lot needs to be graded. Will look at this when the front of the building is been repaired.
23		Karl - Asked if regulations can be put in place to having property owners keep their properties tidy and mow their lawns.
24		Ron - Informed Council that Joshua Burton is serving our country right now in Afghanistan. Council agreed to send Joshua a care package and say that we are thinking about him and to say thank you.
25		Ron - David Stack is in the process of getting quotes on having the front of the Centre repaired.

26		<b>Motion #88 David Doyle/Sam Lee</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:26 pm.
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**Ron Doyle, Mayor** \_\_\_\_\_

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, JUNE 18, 2012**

**PRESENT: Ron Doyle, David Doyle, David Stack, Sam Lee, Jerry Hearn, Randy Burton, Karl Chafe, Noreen Costello, Leo Hearn - resident**

#		ITEM
1		Mayor Doyle brought the meeting to order at 7:04 pm.
2		Minutes of May 28, 2012 were read. There were no errors or omissions. <b>Motion #89 David Doyle/Randy Burton</b> Proposed minutes of May 28, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#3 Follow up with staff on placing posts and picnic tables in the area of the Information Centre to secure the area. Will look at replacing the grass with rocks. Council will set up a meeting with the town's lawyer to discuss the right of way by the Information Centre and come to an arrangement with Mr. Bidgood.
4		#5 Most of the debris has been taken away from the property on the Southside Road.
5		#8 There was some discussion on moving the water fountain. Will set up a meeting and invite the stakeholders to discuss where the fountain should be moved.
6		#18 Interviews for the summer students will be held this week. A design for the summer program is been set up.
7		#20 Follow up with staff on getting a price on having the lines painted on the town's roads.
8		#24 An estimate cost of \$550 to have Joshua Burton's name on the letters WWI engraved on the War Memorial Stone. Council sent off a care package to Joshua in Afghanistan. Randy passed along thanks and appreciation from Joshua.
	<b>TONIGHT'S AGENDA</b>	
9		Council agreed to add the following items to the agenda: (1) Westcott property; (2) car parked on Old Maddox Cove; (3) concern on damage to Duck Pond.
10		An application to replace a shed 12 x 18 on Southside Waterfront. <b>Motion #90 David Doyle/Randy Burton</b> Proposed to approve application to replace shed 12 x 18 on Southside Waterfront subject to the approval and inspection of the Development and Inspections Committee and staff. All in favor, motion carried. Will also notify Harbour Authority of this application.



11		<p>Application to place storage container on Southside Waterfront.</p> <p><b>Motion #91 Sam Lee/David Doyle</b></p> <p>Proposed to issue a six month permit for this storage container. Once the review of the town plan has been completed this storage container may need to be removed. All in favor, motion carried.</p>
12		<p>Application to install a swimming pool on Shore Lane, Maddox Cove. Randy will follow up on what regulations other towns may have on swimming pools.</p>
13		<p>Application to build extension to shed located on Northside Waterfront.</p> <p><b>Motion #92 David Doyle/Jerry Hearn</b></p> <p>Proposed to approve application to build extension to shed located on Northside Waterfront subject to the approval of the Inspections and Development Committee and staff. All in favor, motion carried.</p>
14		<p>Application for approval in principal to build a house to be located at 203-207 Maddox Cove Road.</p> <p><b>Motion #93 David Doyle/Jerry Hearn</b></p> <p>Proposed to approve in principal application to build a house to be located at 203-207 Maddox Cove Road. All in favor, motion carried.</p>
15		<p>Application for approval in principal to build a house to be located at 221-225 Maddox Cove Road.</p> <p><b>Motion #94 David Doyle/Jerry Hearn</b></p> <p>Proposed to approve in principal application to build a house to be located at 221-225 Maddox Cove Road. All in favor, motion carried</p>
16		<p>An article from Stewart McKelvey on dealing with dilapidated and unsafe structures outlining how municipalities can deal with this issue. Will have staff identify any dilapidated and unsafe structures. Once this is done we will have the fire department do an inspection of these structures as to whether they are unsafe.</p>
17		<p>A proposal from CBCL Limited to prepare a concept plan for the Bidgood's property on the waterfront and surrounding area. The cost to complete this work would be \$8,000 plus HST. Will set up a meeting with Development Corporation for Tuesday, July 3<sup>rd</sup> to discuss this proposal.</p>
18		<p>As of January 1, 2012 no worker shall work in a confined space unless he or she has completed a confined space entry certification training program prescribed by the Workplace Health, Safety and Compensation Commission. In planning for this new Confined Space Entry training requirement the commission has approved training providers to deliver Confined Space Entry certification training. Will check to see when this training is offered and registered staff for the training.</p>
19		<p>The dedication to the William Halley Chalet took place on June 16<sup>th</sup>. Members of the Halley family were present for the dedication. Also the Boys 14 and under Fastpitch League was opened. David Stack thanked Council for all the work that was done to make field ready for the tournament.</p>
20		<p>The owner of the property on the Northside Waterfront inquired if the trailer that is presently there could be left there if there was no one living in it. This will be looked at during the revision of the town plan after which time the trailer may have to be removed.</p>
21		<p>The town has received approval for two capital works projects: (1) Water System Valve Replacement \$115,949 on a 90/10 Provincial/Municipal ratio; (2) New Pressure Reducing Station \$174,978 on a 90/10 Provincial/Municipal ration.</p>

22		MNL Annual Convention and Trade Show October 4 - 6 in Gander. Ron and Randy are interested in attending.
23		<p>The Heart and Stroke Foundation has offered to contribute between \$4,000 and \$5,000 to supplement the town plan review to incorporate additional public engagement and get people thinking about community health and the look and feel of the community active living, walkability, safety etc. This has been done through Mary Bishop, CBCL Limited. Mary has prepared a letter on behalf of the town to the Heart and Stroke Foundation accepting this contribution.</p> <p><b>Motion #95 David Doyle/Karl Chafe</b>  Proposed to approve the letter of acceptance to the Heart and Stroke Foundation for their contribution to supplement the town plan and to have the contribution go directly to CBCL Limited. All in favor, motion carried.</p>
24		<p>There was some discussion on surface water on Cribbies Road which is causing problems for Mr. Howlett who has stated his basement is been flooded because of this water.</p> <p><b>Motion #96 Sam Lee/Karl Chafe</b>  Proposed to install culvert across the road to the river on Cribbies Road in order to solve this problem. All in favor, motion carried.</p>
25		David Doyle left the meeting at 9:10 pm.
26		There are complaints from residents concerning garbage around the abandoned property of Mr. Westcott located on the Southside Road as this area in on the East Coast Walking Trail. Will have staff clean up the garbage in this area.
27		There is a vehicle(s) that park at the sand pit on Old Maddox Cove Road which is causing problems for vehicles that turn on to this road. Will have a No Parking Sign placed in this area.
28		Will contact North Atlantic Ziplines regarding the damage that is caused to the river by Duck Pond. A bridge needs to cover this river to avoid further damage as this pond is the town's backup water supply.
29		<p><b>Motion #97 David Stack/Randy Burton</b>  Proposed the invoices in the total amount of \$9892.64 be approved for payment. All in favor, motion carried.</p>
30		A quote of \$10,200 plus HST was received from KBS Construction for the labor cost of repairs to the front of the centre. Council has agreed to have these repairs done.
31		<p><b>Motion #98 Jerry Hearn/Karl Chafe</b>  Proposed the meeting be adjourned. All in favor, motion carried.  Meeting adjourned at 9:29 pm.</p>

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, JULY 23, 2012**

**PRESENT:** Ron Doyle, David Doyle, David Stack, Jerry Hearn, Karl Chafe, Noreen Costello

**ABSENT:** Sam Lee, Randy Burton

#	TONIGHT'S AGENDA	ITEM
1		Mayor Doyle brought the meeting to order at 7:05 pm.
2		Minutes of June 18, 2012 were read. There were no errors or omissions. <b>Motion #99 David Doyle/Karl Chafe</b> Proposed minutes of June 18, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#5 Will set up a meeting with the fishermen in the area where the water fountain is usually placed. The fountain will be not put out until a resolution on where to move the fountain has been decided.
4		<b>Motion #100 David Stack/Jerry Hearn</b> #16 Dilapidated properties have been identified. Proposed to write the owners of the dilapidated properties to have properties repaired or torn down. All in favor, motion carried.
5		#17 Will set up a meeting with the Development Corporation ti discuss a concept plan for the Bidgood's property on the waterfront and surrounding area.
6		#24 A culvert has been installed across the road to the river on Cribbies Road. Mr. Howlett has also installed weeping tile around his house. Will have to wait for a rainfall to see if the problem has been resolved.
7		#26 There is a lot of garbage around the abandoned property of Mr. Westcott located on the Southside Road. It is not on the East Coast Trail but near the trail.
	<b>TONIGHT'S AGENDA</b>	
8		Ron and Randy will attend the MNL Convention in Gander October 4 - 6.
9		Jerry will review the the Summer 2011 Water Quality Report for the next meeting.
10		<b>Motion #101 David Doyle/Karl Chafe</b> Proposed to approve a donation in the amount of \$50.00 for the 2012 Jr. Men's Canadian Fastpitch Championships to take place in Ontario August 6 - 12. All in favor, motion carried.

11		<b>Motion #102 David Doyle/Karl Chafe</b> Proposed to approve a donation in the amount of \$50.00 for the Goulds Bantam Girls Fastpitch Softball which took place in Quebec July 4 - 8. All in favor, motion carried.
12		<b>Motion #103 David Doyle/Karl Chafe</b> Proposed to approve a donation in the amount of \$50.00 for the Bantam Boys Fastpitch Softball to take place in Nova Scotia August 22 - 26. Ron, David Doyle, Jerry and Karl in favor. David Stack abstained from voting due to the fact that his son will be participating in this tournament. Motion carried.
13		A notice will be sent to residents stating that the town does not have any regulations on swimming pools. Residents who own a swimming pool must adhere to their home owners insurance policy regarding fencing and safety surround the swimming pool.
14		Letter from Town of Paradise stating they have received a request for a Municipal Plan amendment and a Development Regulations amendment to redesignate and rezone parcels of land within the Paradise Ridge Subdivision Development area. Will write the Town of Paradise stating that Council does not have any concerns with the amendment and rezoning of these parcels of land.
15		Tidy Towns judging will take place on Wednesday, August 1 <sup>st</sup> at 1:00 pm. David Doyle go around with Jackie and the judges.
16		Correspondence and photos concerning the damage to the river along the route to the North Atlantic Zipline. Will notify North Atlantic Zipline to have this river repaired by placing a bridge over it.
17		A letter requesting if it is possible to hook up to the water and sewer at 187 Maddox Cove Road. Will have the site inspected.
18		A letter from staff requesting equal pay. Will take under consideration over the next couple of months.
19		<b>Motion #104 David Doyle/David Stack</b> Proposed invoices in the total amount of \$32549.17 be approved for payment. All in favor, motion carried
	<b>NEW BUSINESS</b>	
20		Karl - As if the town has regulations on fire pits in backyards. The town does not have any regulations however anyone having a fire pit should contact the fire department for their regulations on fire pits
21		David Doyle - Informed Council that the Summer Program is going well.
22		Ron - The Heritage Festival will take place August 16 - 18
23		Ron - Repairs are taking place to the front of the centre.
24		Ron - Did Mayor's Walk on July 20 <sup>th</sup> with Ann Marie from CBCL Limited and the children from the Summer Program. The children
25		<b>Motion #105 David Doyle/David Stack</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:15 pm.

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, AUGUST 27, 2012**

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

**ABSENT:** Karl Chafe

#		ITEM
1		Mayor Doyle brought the meeting to order at 7:03 pm.
2		Minutes of July 23, 2012 were read. There were no errors or omissions. <b>Motion # 106 Jerry Hearn/David Doyle</b> Proposed minutes of July 23, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#3 The water fountain was placed out in its original place. Over the fall and winter months it will be discussed on moving the fountain. A letter from a property owner stating they did not want the fountain in the area of the Island Rooms. The letter will be put in file.
4		#9 Jerry gave a report on the Water Quality Report and will follow up with the Department of Environment to get number on the drinking water quality. Will ask the staff to submit a bi weekly report on the water.
5		#10 The Jr. Men's Canadian FastPath Championships won a gold medal in the tournament held in Ontario August 6 - 12. Will send a letter of congratulations to the team.
6		#12 The Bantam Boys FastPath Softball won a bronze medal in the tournament held in Nova Scotia August 22 - 26. Will send a letter of congratulations to the team.
7		#16 North Atlantic Ziplines will place a culvert in the river to repair the damage that has been done to the river. Will follow up with the owner to ensure he has a permit from the Department of Environment.
	<b>TONIGHT'S AGENDA</b>	
8		<b>Motion #107 David Doyle/Jerry Hearn</b> Proposed to approve the 2011 Financial Statements that have been submitted by the town's auditor. All in favor, motion carried.
9		A letter from residents requesting to reinstall a bridge which was removed by council on the Shore Lane. Sam stated there are two grates which have been placed in this area. Council agreed to leave this area as is.
10		Letter from a resident concerning a tractor trailer disrupting residents in the early hours of the morning. Will send a letter to the owner of the tractor trailer asking that the vehicle be parked elsewhere.

11		Letter from resident stating their neighbor has been approved to build a shed directly in front of their verandah. They are requesting the shed be built in another location on the property. Will refer them back to the developer to see if there are development regulations in place as Council does not have view regulations in place.
12		A letter from a resident stating they no longer have an apartment in their residence at 79 Motion Bay Road. <b>Motion #108 David Doyle/Jerry Hearn</b> Proposed to no longer charge the above noted residence for an extra water and sewer tax pending a site visit to confirm the apartment no longer exists. All in favor, motion carried.
13		Letter from a resident stating they no longer have an apartment in their residence at 200 Main Road, Maddox Cove. <b>Motion #109 Jerry Hearn/David Doyle</b> Proposed to no longer charge the above noted residence for an extra water tax pending a site visit to confirm the apartment no longer exists. All in favor, motion carried.
14		Application from Ocean Quest to build a storage and change room to be located on the Northside Waterfront. <b>Motion #110 David Doyle/Jerry Hearn</b> Proposed to approve in principal the application from Ocean Quest to build a storage and change room to be located on the Northside Waterfront subject to the approval and inspection of the Inspections and Development Committee and also the approval of the Harbour Authority. All in favor, motion carried. Will request a sketch of the building to be submitted.
15		A letter from Mayor Dennis O'Keefe, City of St. John's to Minister of Works Services and Transportation and Minister of Municipal Affairs requesting they convene a meeting of Regional Mayors to consider the creation of a transportation system to serve the transportation needs of an area which contains 40% of the population fo the province.
16		The town's lawyer conducted searches on the Registry of Deeds Companies to confirm properties owned by the town. Will ask the lawyer to do a further search and also check with Crown Lands for confirmation of the ballfield field at Cribbies, the war memorial site, the ballfield at Maddox Cove and the chlorine station at Cribbies which are owned by the town. These properties did not show up in the search.
17		There was an incident at the town office on August 15 <sup>th</sup> between the Chief Administrative Officer and a resident. A letter will be sent to the resident stating that Council does not tolerate such behavior and any future incidents of this nature will result in legal action being taken.
18		Letter from a resident requesting a permit to develop land on Motion Bay Road Extension. This area will be reviewed in the town plan.
19		A letter requesting that Council to do proper ditching to prevent erosion of property on Motion Bay Road Extension. This area has a road that is not serviced and there are no future plans to any upkeep in this area.
20		Application to build a fishing stage to be located at 63 Southside Road, Petty Harbour. <b>Motion #111 David Doyle/Randy Burton</b> Proposed to approve the application to build a fishing stage to be located at 63 Southside Road, Petty Harbour subject to the approval and inspection of the Inspections and Development Committee. All in favor, motion carried.

21		<p>Application to build a garden shed to be located at 24 - 26 Old Road, Maddox Cove.</p> <p><b>Motion #112 Jerry Hearn/Randy Burton</b>  Proposed to approve the application to build a garden shed to be located at 24 - 26 Old Road Maddox Cove subject to the approval and inspection of the Inspections and Development Committee. All in favor, motion carried.</p>
22		<p>Application to excavate property located at 197 Main Road, Maddox Cove.</p> <p><b>Motion #113 David Doyle/Sam Lee</b>  Proposed to approve the application to excavate property located at 197 Main Road, Maddox Cove. All in favor, motion carried.</p>
23		<p>Letter from Chafe's Landing requesting a meeting with Council to discuss expanding the restaurant. This area is in a flood plane and therefore Council is unable to approve any expansion to the restaurant. There has been a study to flood plane which has yet to be released.</p>
24		<p>There are some concerns on the parking at Chafe's Landing. At times there are quite a few vehicles parked in this area which is a safety concern. Will notify Chafe's Landing on these concerns.</p>
25		<p><b>Motion #114 David Doyle/Randy Burton</b>  Proposed to approve the temporary assignment for Paul Doyle effective August 6 - September 14, 2012. All in favor, motion carried.</p>
26		<p>A member of the staff is requesting to be paid 6 weeks holiday pay.</p> <p><b>Motion #115 David Doyle/Jerry Hearn</b>  Proposed to approve 6 weeks holiday pay subject to a meeting of the finance committee. All in favor, motion carried.</p>
27		<p>Medical documentation is to be submitted on the extended sick leave.</p>
28		<p><b>Motion #116 David Doyle/Randy Burton</b>  Proposed invoices in the total amount of \$69250.58. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
29		<p><b>Motion #116 David Doyle/Randy Burton</b>  Proposed to approve the amount of \$100.00 to the Alyward Family in memory of Lorraine. All in favor, motion carried.</p>
30		<p>Ron - The Arts and Heritage Festival was a great success. A big thank you to the volunteers who worked so hard to ensure it was a great weekend.</p>
31		<p>Sam - Would like to send out a bouquet to the volunteers of the Arts &amp; Heritage Committee on a successful festival.</p>
32		<p>Sam - Contact Department of Work Services on having a culvert put across the road from Ocean View Blvd.</p>
33		<p>David Stack - Renovations have been completed to the centre.</p>
34		<p><b>Motion #117 David Stack/Sam Lee</b>  Proposed the meeting be adjourned. All in favor, motion carried.  Meeting adjourned at 9:56 pm.</p>

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, SEPTEMBER 10, 2012**

**PRESENT: Ron Doyle, David Doyle, David Stack, Randy Burton, Karl Chafe, Jerry Hearn, Noreen Costello**

**ABSENT: Sam Lee**

#		ITEM
1		Mayor Doyle brought the meeting to order at 7:00 pm.
2		Minutes of August 27, 2012 were read. There were no errors or omissions. <b>Motion #118 Randy Burton/Karl Chafe</b> Proposed minutes of August 27, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#7 Met with the owner of North Atlantic Ziplines. They have agreed to place culverts in the river to repair the damage that has been done to the river.
4		#10 A letter was sent to the owner of the tractor trailer requesting the vehicle be parked elsewhere so it won't be disrupting residents in the early hours of the morning.
5		#17 A registered letter was sent to the resident who was involved in the incident at the town office on August 15 <sup>th</sup> stating any future incidents of this nature will result in legal action being taken.
6		#24 Will notify Chafe's Landing on concerns of parking in the area which is a safety concern.
7		#26 Staff was paid 4 weeks vacation pay. Will carry forward 2 weeks annual leave.
8		#29 A thank you email was received from Lorraine Alyward's family.
	<b>TONIGHT'S AGENDA</b>	
9		Crown Land Application from Public Works and Government Services for land located at Petty Harbour waterfront. It is customary for the province to inform the municipality when one level of government transfer crown land to another. The federal government is acquiring the property adjacent to previously acquired property for marine related purposes. <b>Motion #119 David Doyle/Randy Burton</b> Proposed to approve the crown land application for Public Works and Government Services for land located at Petty Harbour Waterfront for marine related purposes. All in favor, motion carried.
10		Letter from NAPE designating September 19, 2012 or a mutually agreed time and place to meet and commence collective bargaining. Council are in agreement to meet at 6:00 pm on September 19 <sup>th</sup> . David Doyle and Randy Burton will negotiate with NAPE on behalf of Council.



11		A letter from Director of Planning, City of St. John's stating they are presently reviewing their municipal plan and would like to hear from all municipalities which share a boundary with the city. They are inviting comments, concerns or recommendations with regards to their new municipal plan and what it should encompass. Randy will go on the city's website to review their municipal plan.
12		Letter from the Brigade Council of the C.L.B. offering the opportunity to place a congratulatory message in their dinner program for \$150.00 as in previous years. <b>Motion #120 David Doyle/Karl Chafe</b> Proposed to approve to place a congratulatory message in the dinner program of the Brigade Council of the C.L.B. All in favor, motion carried.
13		A letter from a property owner requesting 182 - 194 Main Road, Maddox Cove be rezoned from residential infill to residential. Will pass on this request to the town planner who is in the process of reviewing the town plan.
14		David Doyle stated there has been complaints from residents on O'Brien's Lane that one of the residents are playing loud music at night. No written complaint has been received.
15		Staff is requesting 7 days holiday pay as he came back to work early due to the fact that another staff is on sick leave. <b>Motion #121 Karl Chafe/Randy Burton</b> Proposed to approve 7 days holiday pay for staff. All in favor, motion carried.
16		<b>Motion #122 David Doyle/David Stack</b> Proposed invoices in the total amount of \$12526.33 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
17		David Doyle - Finance meeting revealed there is a good cash flow. Will soon begin the process for the 2013 budget. Noreen will follow up with Municipal Assessment Agency to inquire if there will be an increase in the assessed values.
18		Jerry entered the meeting at 7:55 pm.
19		David Stack - Is requesting a letter be sent to the owner of a german sheppard dog that is roaming at night on Cribbies Road.
20		Jerry - Will inspect area of the zipline trail to ensure repairs have been done properly.
21		<b>Motion #123 David Stack/David Doyle</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:08 pm.

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, OCTOBER 1, 2012**

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

#	ITEM
1	Mayor Doyle brought the meeting to order at 7:00 pm.
2	Minutes of September 10, 2012 were read. There were no errors or omissions. <b>Motion #124 David Doyle/David Stack</b> Proposed minutes of September 10, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>
3	#3 Apparently beavers have clogged up the culverts put in by North Atlantic Ziplines. Jerry stated that the culverts are blocked with silt. A letter was sent to North Atlantic Ziplines with respect to keeping the gate locked at all times.
4	#4 A letter was sent to the employer of the person parking the tractor trailer in his driveway which is disrupting residents in the early hours of the morning asking that they resolve this problem.
	<b>TONIGHT'S AGENDA</b>
5	Applications for the 2013-2014 Municipal Capital Works Program are due by November 30 <sup>th</sup> . Council will have a list of priorities for the next meeting to be submitted to the engineer. The 2012/2013 Municipal Capital Works Application for Cribbies Road Storm Drainage Infrastructure Upgrades and Paving in the amount of \$165,000 was not approved. This project can be submitted in the 2013-2014 application.
6	A letter from resident stating they believe they were falsely accused in having a letter sent to them about their dog roaming. They are requesting that the accusations be revoked along with the 1 <sup>st</sup> offense strike unless a video/photo evidence can be provided. Will write residents and state that Council has reliable information that indicates it was their dog and therefore Council's letter will stand.
7	A letter from a resident stating the shed located at 10B Main Road is a safety and health hazard. A letter has already been sent to the owner asking to have this shed repaired or torn down. Will review the list of dilapidated properties to follow up on whether they have been repaired or torn down.
8	An email from a resident asking if there are any set back stipulations regarding property lines for Big Hill. The set back stipulation is 4 feet.
9	The Northeast Avalon Regional Economic Development Board is holding roundtable discussion on Wednesday, October 24 <sup>th</sup> from 5:00 pm to 9:00 pm at the Comfort Inn. Supper will be provided and a travel subsidy is available. David Doyle and Jerry Hearn will attend.

10		The town's law firm did a search at Registry of Crown Lands and found a grant given to the town which is the ballfield in Maddox Cove. Council agreed to have surveys done on the properties owned by the town that do not have a survey and have them registered. Will contact CBCL to see if they have a surveyor that they use.
11		Application to build six town house units to be located at 31 Motion Bay Road, Maddox Cove. <b>Motion #125 David Doyle/Sam Lee</b> Proposed to approve in principal the application to build six town house units to be located at 31 Motion Bay Road, Maddox Cove subject to the inspection and approval of the Inspections and Development Committee and Eddie. A letter to be sent to public to inform them of this application. All in favor, motion carried.
12		Application to build extension to shed located at 50 Cribbies Road, Petty Harbour. <b>Motion #126 David Doyle/Jerry Hearn</b> Proposed to approved the application to build extension to shed located at 50 Cribbies Road, Petty Harbour subject to inspection and approval of the Inspections and Development Committee and Eddie. All in favor, motion carried.
13		Guide Rail on Main Road, Maddox Cove need to be replaced. Also there are places on the Long Run Road that need to be repaired. Will send a letter to the Minister of Work Services and Transportation requesting that these repairs be done with a carbon copy to Keith Hutchings, Minister of Innovation Trade and Rural Development.
14		Jerry will review the 2012 Winter Drinking Water Quality Report and report back for the next meeting.
15		<b>Motion #127 David Doyle/Jerry Hearn</b> Proposed to approve in principal and adopt the town's Emergency Preparedness Plan. All in favor, motion carried.
16		<b>Motion #128 Jerry Hearn/Randy Burton</b> Proposed invoices in the total amount of \$22577.06 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
17		David Doyle - There is a problem with traffic on the stand and coming off Church Lane
18		David Stack - The Glen Lee Memorial Tournament went well this past weekend. Thanks to the town and the organizing committee for a great tournament.
19		David Stack - Have water and phone turned off at the chalet. There is also an issue with dog feces on the ballfield. Will have a sign "No Dogs Allowed on Ballfield.. Also a notice will be sent to residents stating dog are not permitted on the ballfield.
20		Sam Lee - Asked question on legality of issuing a permit in error. Under Section 20 of the town's development regulations it states "The authority may revoke a permit for failure by the holder of it to comply with these regulations or any condition attached to the permit or where the permit was issued in error or was issued on the basis of incorrect information."
21		Karl Chafe - Requested the RNC be contacted for them to have more enforcement in the town.

22		Ron Doyle - Discussed the possibility of putting a parking area in the depot yard. There was some discussion on this as there is a problem with parking on the road. It was suggested that information boards be placed around the town to show parking areas.
23		<b>Motion #129 David Doyle/Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:00 pm.

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, OCTOBER 22, 2012**

**PRESENT: Ron Doyle, David Doyle, David Stack, Sam Lee, Jerry Hearn, Karl Chafe**

**SITTING IN CHAMBERS: Sam Everard, Margaret Walsh, Danny Layden**

**ABSENT: Randy Burton**

#		ITEM
1		Mayor Doyle brought the meeting to order at 7:01 pm.
2		Sam Everard was present to discuss a letter that was sent to him and his employer regarding him starting up his truck early in the morning. Mr. Everard wants a letter sent to his employer stating the letter was sent to them in error. After Mr. Everard left the meeting it was agreed that a letter would be sent to his employer stating after further investigation it was not proven that Mr. Everard was starting up his truck before 7:00 am and Council wishes to apologize for any inconvenience caused.
3		Margaret Walsh presented a letter requesting some refund for expenses incurred on repairs to Southside Road. Danny Layden, Contractor was present to answer any questions relating to this matter. There was some discussion on this. It will be discussed further with the outside staff. A decision will be made at the next meeting on Ms. Walsh's request.
4		Minutes of October 1, 2012 were read. There were no errors or omissions. <b>Motion # 130 Sam Lee/Karl Chafe</b> Proposed minutes of October 1, 2012 be adopted as read. All in favor, motion carried.
5		David Doyle left the meeting at 8:04 pm.
	<b>BUSINESS ARISING</b>	
6		#3 Jerry will follow up with North Atlantic Ziplines with respect to the keeping the culvert opened that is been blocked by beavers in the area of the zipline.
7		#10 Follow up with the town's lawyer on having surveys completed for the town's properties.
8		#11 The application to build six town house units to be located at 31 Motion Bay Road will be resubmitted to show the correct markings.
9		#13 Follow up with Department of Work Services on work that was scheduled to be done this past summer.
10		#14 Jerry to follow up on the Drinking Water Quality Report.
11		#19 Follow up with staff to have a "No Dogs Allowed on Ballfield" sign placed on the ballfield.
12		#17 It was agreed to paint a "Stop" on the stand and coming off Church Lane in the spring.

13		#21 A letter was received from the Royal Newfoundland Constabulary stating they have increased enforcement in the town which has been actioned with extra patrols. Will set up a meeting with the RNC to discuss some issues on making our community a safer place.
	<b>TONIGHT'S AGENDA</b>	
14		<p>One tender was received for the 2012/2013 snowclearing. A flat rate bid of \$82,490 was received from T &amp; D Enterprises. There was also hourly rates received for each piece of equipment to be used.</p> <p><b>Motion #131 Jerry Hearn/David Stack</b>  Proposed to accept the flat rate of \$82,490.00 for the 2012/2013 snowclearing from T &amp; D Enterprises. Ron, David Stack, and Jerry in favor. Karl Chafe not in favor. Sam Lee abstained from voting due to the fact that his son in law is owner of T &amp; D Enterprises. Motion carried.</p>
15		Celtic Business Development Corporation annual general meeting Thursday, October 25 <sup>th</sup> at 7:00 pm at the Folk Arts Building, Ferryland.
16		A letter from Town of Paradise stating they have received a request to rezone an area of land located in the Adams Pond area from rural to residential. Council does not have any objection or concerns to having this area rezoned.
17		A letter from Town of Portugal Cove St. Philips stating they have received requests to rezone an area from productive forestry to urban development. Council does not have any objection or concerns to having this area rezoned.
18		Application requesting approval in principal to build house at 1 - 21 Hannaford's Lane. Will have the area inspected and bring recommendation back for the next meeting.
19		<p>Application to build attached garage at 53 Long Run Road.</p> <p><b>Motion #132 Sam Lee/David Stack</b>  Proposed to approve subject to the inspection and approval of the Inspections and Development Committee and Eddie. All in favor, motion carried.</p>
20		<p>A letter from St. Kevin's High School requesting donation for their 2011/2012 diploma and scholarship evening to be held on November 14<sup>th</sup> at 7:30 pm.</p> <p><b>Motion #133 David Stack/Karl Chafe</b>  Proposed to make a donation of \$600.00 to St. Kevin's High School for their 2011/2012 diploma and scholarship evening. Mayor Doyle will present the scholarships on behalf of the town. All in favor, motion carried.</p>
21		<p>A letter from the Nature Conservancy requesting property tax exemption for property that they recently purchased in Maddox Cove which is located on Shore Lane that makes up part of the East Coast Trail.</p> <p><b>Motion #134 Jerry Hearn/David Stack</b>  Proposed to exempt land owned by the Nature Conservancy which is located on Shore Lane that makes up part of the East Coast Trail. Furthermore Nature Conservancy are to contact the town if there are any changes to this property. All in favor, motion carried.</p>

22		<b>Motion #135 David Stack/Sam Lee</b> Proposed to submit the following projects for approval under the 2013/2014 Capital Works Program: 1. Upgrading and paving of Cribbies Road and Skinners Hill 2. Sewer extension in Maddox Cove 3. Road upgrading and paving to Motion Bay Road Extension. All in favor, motion carried.
23		<b>Motion #136 Jerry Hearn/Sam Lee</b> Proposed invoices in the total amount of \$8325.09 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
24		Ron - Town Plan meeting, Tuesday, October 30 <sup>th</sup> at 6:00 pm.
25		David - Water lodging in cloak room and bar in the centre. Have staff inspect and remove the materials in the cloak room.
26		<b>Motion #137 David Stack/Jerry Hearn</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:17 pm.

**Ron Doyle, Mayor** \_\_\_\_\_

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, NOVEMBER 5, 2012**

**PRESENT: Ron Doyle, David Doyle, David Stack, Sam Lee, Randy Burton, Karl Chafe, Noreen Costello**

**ABSENT: Jerry Hearn**

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:00 pm.
2		Minutes of October 22, 2012 were read. There were no errors or omissions. <b>Motion #137 David Stack/Karl Chafe</b> Proposed minutes of October 22, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#3 Eddie was present to inform Council that in no way is the town responsible for any work done with respect to the water and sewer hook up for the new house on Cavelle's Lane. Staff or Council did not authorize any work that was carried out. This was between the owner and the contractor. It was written on the owner's permit that they were responsible for any and all tear up in which they agreed to and signed. After the area was dug up it was discovered the culvert needed to be replaced. There was some discussion on this. <b>Motion #138 Sam Lee/David Stack</b> Proposed to pay \$500.00 to owner of new house on Cavelle's Lane to cover the cost of paving where the culvert was installed on the Southside Road. All in favor, motion carried.
4		#7 Will have surveys done for the Chlorine Station and Cribbies Ballfield.
5		#18 Application requesting approval in principal to build house at 1 - 21 Hannaford's Lane will be deferred for the next meeting.
6		#19 Follow up with staff on the application to build attached garage at 53 Long Run Road.
	<b>TONIGHT'S AGENDA</b>	
7		Referral Letter from Department of Natural Resources for borrow material located 1 km North of Maddox Cove to be taken by Layden's Trucking. Council does not have any objection to Layden's Trucking taking borrow material at 1 km North of Maddox Cove.
8		<b>Motion #139 Randy Burton/Karl Chafe</b> Proposed to no longer charge water and sewer to 79 Motion Bay Road and 200 Main Road, Maddox Cove as these properties no longer have an apartment in their dwelling that is rented. All in favor, motion carried.



9		There was some discussion on the Nape negotiations.
10		It was agreed to have the Christmas Social barbeque on November 30 <sup>th</sup> at 6:00 pm.
11		A letter from staff member requesting 2 weeks pay in lieu of annual leave. <b>Motion #140 David Doyle/Sam Lee</b> Proposed to approve payment of 2 weeks pay in lieu of annual leave. All in favor, motion carried.
12		A balanced draft budget for 2013 has been completed. The finance committee is looking at lowering the mil rate to 9 mils due to the increase in assessment values. Once the numbers are finalized will bring back to Council for approval.
13		Randy will check on the cost on having backup files done.
14		Application for approval in principal to build 3 houses to be located at 9A O'Brien's Lane, Maddox Cove. Will ask the town planner for recommendation on this application.
15		<b>Motion #141 Randy Burton/David Doyle</b> Proposed invoices in the total amount of \$21678.99 be approved for payment. Ron, Davie Doyle, David Stack, Randy and Karl in favor. Sam abstained from voting due to the fact that his son in law is the owner of one of the invoices put forth. Motion carried.
	<b>NEW BUSINESS</b>	
16		Sam - Suggested that Council have a meeting on implementing policies.
17		<b>Motion #142 David Doyle/Karl Chafe</b> Proposed to donate \$300.00 to the War Memorial/Museum Committee for the Remembrance Day Service. All in favor, motion carried.
18		<b>Motion # 143 David Doyle/David Stack</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:35 pm.

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

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, NOVEMBER 26, 2012**

**PRESENT: Ron Doyle, David Doyle, David Stack, Sam Lee, Randy Burton, Karl Chafe, Noreen Costello**

**ABSENT: Jerry Hearn**

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:01 pm.
2		Minutes of November 5, 2012 were read. There were no errors or omissions. <b>Motion #144 David Stack/Karl Chafe</b> Proposed minutes of November 5, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#4 Will follow up to have surveys done for the Chlorine Station and Cribbies Ballfield.
4		#13 Randy will get a price on having backup file done.
5		#17 Congratulations to the War Memorial/Museum Committee for a lovely service on November 11 <sup>th</sup> .
	<b>TONIGHT'S AGENDA</b>	
6		The cost of the 2013/2014 Capital Works Projects are as follows: 1. Cribbies Road/Skinners Hill Storm Sewer and Road Upgrades - \$721,993.75 2. Maddox Cove Road Sewer Extension - \$322,426.74 3. Motion Bay Road Extension Road Reconstruction - \$66,869.67
7		<b>Motion #145 David Doyle/Randy Burton</b> Proposed that the Town of Petty Harbour/Maddox Cove apply for 2013/2014 Municipal Capital Works for Cribbies Road/Skinners Hill Storm Sewer and Road Upgrades in the amount of \$72,200.00 with the Canadian Imperial Bank of Commerce which will cover the cost of the town's portion of 10% for this project. Furthermore it was agreed to approve for the Mayor and Chief Administrative Officer to sign on behalf of the town for this project. All in favor, motion carried.
8		<b>Motion #146 David Stack/Karl Chafe</b> Proposed that the Town of Petty Harbour/Maddox Cove apply for 2013/2014 Municipal Capital Works for Maddox Cove Road Sewer Extension in the amount of \$32,343.00 with the Canadian Imperial Bank of Commerce which will cover the cost of the town's portion of 10% for this project. Furthermore it was agreed to approve for the Mayor and Chief Administrative Officer to sign on behalf of the town for this project. All in favor, motion carried.

9		<p><b>Motion #147 Samuel Lee/Karl Chafe</b>  Proposed that the Town of Petty Harbour/Maddox Cove apply for 2013/2014 Municipal Capital Works for Motion Bay Road Extension of Road Reconstruction in the amount of \$6,687.00 with the Canadian Imperial Bank of Commerce which will cover the cost of the town's portion of 10% for this project. Furthermore it was agreed to approve for the Mayor and Chief Administrative Officer to sign on behalf of the town for this project. All in favor, motion carried.</p>
10		Will follow up with CBCL Limited on the town plan.
11		<p><b>Motion #148 Randy Burton/David Stack</b>  Proposed to hire a full time permanent Administrative Assistant. Salary to be \$30,000 to \$40,000. All in favor, motion carried.</p>
12		<p><b>Motion #149 David Doyle/David Stack</b>  Proposed to approve the 2013 Budget with total revenues of 880,004.00 and total expenditures of 880,004.00. All in favor, motion carried.</p>
13		Seniors's Christmas Dinner and Dance will be Friday, December 7 <sup>th</sup> . All of council will attend.
14		<p>Application for approval in principal to build a house at 9A O'Brien's Lane.  <b>Motion #150 David Doyle/David Stack</b>  Proposed to approve in principal to build a house at 9A O'Brien's Lane subject to the approval and inspection of the Inspection and Development Committee and Eddie. Ron Doyle, David Doyle, David Stack, Sam Lee and Karl Chafe in favor. Randy Burton not in favor, motion carried.</p>
15		<p>Application for Crown Land on Motion Bay Road Extension.  <b>Motion #151 David Doyle/Randy Burton</b>  Proposed to turn down application for crown land on Motion Bay Road Extension due to the freeze in that area and the completion of the town plan. All in favor, motion carried.</p>
16		<p>Proposal for development of property on Old Maddox Cove Road for 3 houses.  <b>Motion #152 David Doyle/David Stack</b>  Proposed to approve the application for the development of property on Old Maddox Cove Road subject to the approval and inspection of the Inspection and Development Committee and Eddie. All in favor, motion carried.</p>
17		A letter from the Royal Newfoundland Constabulary stating the town's request for a meeting has been passed over to Superintendent Layden who will be in touch to set up a meeting with the town.
18		A letter requesting approval to operate a small property maintenance business to be located at 15 - 19 Main Road, Maddox Cove. This business will entail a compact backhoe service, pavement sealing, dump trailer, building of decks, fences and sheds. A notice will be sent to the public informing them of this proposed business.
19		<p>Application to landscape property located at 15 - 19 Main Road, Maddox Cove.  <b>Motion #153 David Doyle/Randy Burton</b>  Proposed to approve the application to landscape property located at 15 - 19 Main Road, Maddox Cove. All in favor, motion carried.</p>

20		A letter requesting the town provide a letter stating when crown land is developed on Motion Bay Road Extension council will permit the property to be connected to town water supply at cost of the applicant. Council agreed until the town plan is completed there will not be any decision made on land in the Motion Bay Extension area.
21		An email requesting council transfer property on Motion Bay Road 150 x 150 for property at 76A Motion Bay Road of 4.516 acres. Council would like to have more information on this proposal.
22		Proposal from Telelink for after hours messaging services. Council is not interested in availing of this service. A list of contact emergency numbers will be sent out to the public.
23		<b>Motion #154 David Doyle/Randy Burton</b> Proposed to give staff a Christmas Bonus of \$500.00 each and Councillors a Christmas Bonus of \$200.00 each. All in favor, motion carried.
24		Staff and Council Christmas Dinner will be 7:00 pm, November 29 <sup>th</sup> at Rumpelstilskins.
25		Staff negotiation are ongoing. The negotiating committee will meet with Nape to make an offer.
26		<b>Motion #155 David Doyle/David Stack</b> Proposed invoices in the total amount of \$5,267.43 be approved for payment. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
27		Sam - Requested a thank you letter be sent to Department of Transportation and Works for the work they have done in the community over the last couple of weeks and council looks forward to the rest of the work been done.
28		Ron - Would like to pass on condolences to the Carter Family on the recent passing of Rex. Council agreed to make a donation to the Heart and Stroke Foundation in memory of Rex.
29		<b>Motion #156 David Doyle/David Stack</b> Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:16 pm.

**Ron Doyle, Mayor** \_\_\_\_\_

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

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY, DECEMBER 10, 2012**

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

**Thomas Clarke spectator in the chambers**

#	WHO'S RESPONSIBLE	ITEM
1		Mayor Doyle brought the meeting to order at 7:02 pm.
2		Minutes of November 26, 2012 were read. There were no errors or omissions. <b>Motion #157 David Stack/Randy Burton</b> Proposed minutes of November 26, 2012 be adopted as read. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#3 Don Nolan, Surveyor will do the surveys for the Chlorine Station, Cribbies Ballfield and the lot in Motion Bay Road Subdivision.
4		#4 Randy will get a price on having backup file done.
5		#18 <b>Motion #158 David Stack/Randy Burton</b> Proposed to approve to operate a small property maintenance business to be located at 15 - 19 Main Road, Maddox Cove. All in favor, motion carried.
	<b>TONIGHT'S AGENDA</b>	
6		Council will review the draft town plan and bring back any recommendations for the next meeting. Will have a special meeting on Monday, January 14, 2013 to discuss the town plan.
7		Application for crown land on the Long Run Road, Petty Harbour. <b>Motion #159 Jerry Hearn/Karl Chafe</b> Proposed a freeze be placed on all crown land within the boundaries of Petty Harbour/Maddox Cove until after the approval of the town plan. All in favor, motion carried.
8		Application for crown land off Ocean View Blvd, Maddox Cove. <b>Motion #160 Jerry Hearn/Karl Chafe</b> Proposed a freeze be placed on all crown land within the boundaries of Petty Harbour/Maddox Cove until after the approval of the town plan. All in favor, motion carried.
9		A letter of complaint concerning a tractor trailer starting up at 6:00 am. Council agreed to have the person complaining to call a staff member to go verify that the trailer is started before 7:00 am. If this is the case a ticket will be issued to the person driving the tractor trailer. Karl Chafe is not in favor of this action.

10		The Development Corporation needs to be restarted. David Doyle suggested they become an arm of Council. Will meet with the Corporation after Christmas to see where their interest is. Ron and Noreen met with Accoa and North Atlantic Ziplines on discussions of having the town partner with North Atlantic Ziplines to develop trails, extend the road to the zipline and work on the Bidgood's property.
11		<b>Motion #161 David Doyle/David Stack</b> Proposed invoices in the total amount of \$29288.76 be approved for payment. Ron, David Doyle, David Stack, Jerry, Randy and Karl in favor. Sam Lee abstained from voting due to the fact that his son in law has an invoice before Council to be paid. Motion carried.
	<b>NEW BUSINESS</b>	
12		Jerry - Suggested the town purchase a defibrillator for the community centre.
13		Jerry - Suggested the town should look into a recycling program.
14		Randy - Informed Council that David Doyle has left a message with the union representative concerning the staff negotiations. Will set up a meeting for early January.
15		Karl - Asked about the guide rail in Maddox Cove. Will send a letter to Transportation and Works requesting the guide rail be repaired.
16		Ron - Attended a meeting at the Co-op last week concerning a group of people looking to put a mini aquarium at the Co-op.
17		<b>Motion #162 David Stack/Karl Chafe</b> Proposed the meeting be adjourned. Meeting adjourned at 8:27 pm.

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

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