

**Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
February 20, 2017
6:30 pm**

IN ATTENDANCE

Mayor John Kennedy
Deputy Mayor Craig Dyer
Councillor Bert Hickey
Councillor Bradley Power
Councillor Karen Todhunter
Adele Carruthers, Town Manager
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS

Councillor James Cadigan
Councillor James Rose
Richard Roche, Town Clerk/Treasurer

PROCEEDINGS

Moved K.Todhunter/B.Hickey: Resolved that the agenda of a regular meeting held on February 20, 2017 be adopted as circulated, corrected or amended. In favour 5. Carried.

Moved K.Todhunter/B.Hickey: Resolved that the minutes of a regular meeting held on January 30, 2017 be adopted as circulated, corrected or amended. In favour 5. Carried.

BUSINESS ARISING

1. Letter to Jim Sinnott, Newfoundland and Labrador Eastern School District re: Traffic Congestion near St. Francis of Assisi School. Town staff will follow up with Councillor Cadigan regarding a review of the area near St. Francis of Assisi School.

CORRESPONDENCE

2. Letter from Maurice Murphy, 64 Red Cliff Road re: East Coast Trail. Council reminded Mr. Murphy that it was a previous decision of Council to ensure all work necessary to mitigate drainage issues in conjunction with developing a parking lot for the East Coast Trail must be completed. Additionally, the two conditions of the conditional permit: a signed agreement with the East Coast Trail for trail access and a drainage easement located on his property, must be completed prior to the issuance of the driveway relocation permit. **Moved C.Dyer/K.Todhunter:** Resolved that Council have an engineering assessment completed for the proposed parking lot for the East Coast Trail. In favour 5. Carried.
3. Letter from Ashley Burke, MMSB re: 2017 Backyard Composting Program. Town staff will contact area towns regarding a cost share order of forty composters, and explore educational guidance material to be given at the time of purchase.
4. Letter from Gary Caul, Kavanagh Associates re: 66424 Newfoundland and Labrador Limited. Town staff will inquire if the road inspection was completed prior to the extended warranty period expiring.
5. Letter from Bradley Power, Eastern Regional Service Board re: Regional Support. Mayor Kennedy advised that it was his understanding that the Mayor's Committee does not require administrative support at this time.
6. Minutes re: Killick Coast Mayors Meeting December 15, 2016. Information Only.
7. Letter from Brenda McAuley, CPAA re: Postal Bank. Information Only.
8. Letter from Frank Sullivan, Royal Canadian Legion - Provincial Command re: Military Service Recognition Book. **Moved B.Power/K.Todhunter:** Resolved that Council donate to the Royal Canadian Legion – Provincial Command the same as was done in previous years. In favour 5. Carried.
9. Letter from Lori Evoy, Department of Municipal Affairs re: 2017 Budget. Information Only.
10. Letter from Bill Dyer, B & P Enterprises re: Backhoe Operator. **Moved B.Power/K.Todhunter:** Resolved that Council accept B & P Enterprise's submission for backhoe services in response to the Town's call for an expression of interest. In favour 5. Carried.
11. Letter from Andy Morgans, Department of Municipal Affairs re: Amendment to the Municipalities Act, 1999. Information Only.
12. Adobe Acrobat Pro Dc for Windows re: Four Users. Deputy Mayor Dyer will review and advise.

APPLICATIONS

13. Bob Gendron and Helene Paradis, 44-54 Roche's Road re: Single Family Dwelling. It was a decision of Council to refer the application to the Town Planner for review.
14. Gina Doyle and William Coffey re: Bee Keeping. It was a decision of Council to refer the application to the Town Planner for review.
15. Russell Caddigan, 60-74 Old Pine Line re: Subdivision Development. It was a decision of Council to forward the application to the Planning/Development Committee for review.

FINANCES

16. Cheques issued from January 30, 2017 to February 17, 2017 were reviewed.
17. Quikstat and expense/income reports issued to February 17, 2017 were reviewed.

BILLS TO BE PAID

18. J3 Construction Limited re: Snow Clearing/Ice Control \$ 34982.03. **Moved B.Power/B.Hickey**: Resolved that Council approve the payment of the invoices in full. In favour 5. Carried.
19. B & P Enterprises re: Public Works \$ 2001.00. **Moved B.Power/C.Dyer**: Resolved that Council approve payment of the invoice in full and invoice Jerome Pittman for the cost the town incurred for backhoe services in relation to a fire on his property. In favour 5. Carried.
20. J3 Construction Limited re: Snow Clearing/Ice Control \$ 52858.39. **Moved B.Hickey/C.Dyer**: Resolved that Council approve payment of the invoices in full. In favour 5. Carried.
21. Skymark Renovations re: Town Hall Entrance Replacement \$ 46925.71. **Moved C.Dyer/B.Hickey**: Resolved that Council approve payment of the invoice minus a ten percent holdback. In favour 5. Carried.

COMMITTEE REPORTS

22. Finance re: Meeting. The finance committee will meet to discuss the approved budget and breakdown of account categories.
23. Personnel/Training/IT re: Temporary Administrative Position. **Moved K.Todhunter/B.Hickey**: Resolved that Council extend the administrative contract position for Karen Stacey for an extra six months. In favour 5. Carried.
24. Personnel/Training/IT re: Salary Table. **Moved K.Todhunter/B.Hickey**: Resolved that Council approve the salary table as tabled with noted corrections. In favour 5. Carried.

25. Personnel/Training/IT re: Town Clerk. **Moved K.Todhunter/B.Hickey:** Resolved that upon the retirement of Richard Roche, Town Clerk/Treasurer, the Town Manager will assume the responsibility of the Town Clerk to include the legislative functions in the tabled job description. In favour 5. Carried.
26. Planning/Development re: Town Plan Update. Town staff will obtain an update on the Town Plan from the Town Planner.
27. Public Works re: Rowing Room Heater. It was a decision of Council to approve a new heater for the rowing room.
28. KPSA re: Minutes. Town staff will forward the minutes from the last meeting to Councillor Cadigan and Councillor Hickey for their review.
29. Special Events re: Minutes. Town staff will forward the minutes from the last meeting to the committee and Deputy Mayor Dyer will forward them to all of Council for their review.
30. Heritage re: Trim Trees. Town staff will trim tree limbs around the museum sign located at the intersection of Marine Drive and Logy Bay Road.
31. Public Engagement re: Public Briefing. Deputy Mayor Dyer and the Town Manager will meet to discuss the details of the upcoming public briefing.

NEW BUSINESS

32. Town Groundwater Evaluation re: RFQ. Town staff will obtain three quotes from three businesses regarding the community wide groundwater evaluation.
33. McDonald's Bridge re: Allocation Approval. **Moved C.Dyer/B.Hickey:** Resolved that Council reallocate \$ 48662.00 to the current MCW culvert project. In favour 5. Carried.

NOTICE OF MOTION

34. Respectful Workplace

Code of Conduct

Termination and Disciplinary Action

Annual Leave

Email Usage

Workers Compensation

Moved K.Todhunter/B.Hickey: Resolved that the Council meeting be adjourned at 8:28pm.
In favour 5. Carried.

Adele Carruthers
Town Manager

John Kennedy