Town of Logy Bay-Middle Cove-Outer Cove  
Regular Council Meeting  
January 9, 2017  
6:30 pm

IN ATTENDANCE

Mayor John Kennedy
Deputy Mayor Craig Dyer
Councillor James Cadigan
Councillor Bert Hickey
Councillor Bradley Power
Councillor Karen Todhunter

Adele Carruthers, Town Manager
Richard Roche, Town Clerk/Treasurer
Elizabeth Whitten, Finance Administration Officer
Wayne Langille, Administrative Support Clerk

REGRETS

Councillor James Rose

PROCEEDINGS

Moved B.Power/K.Todhunter: Resolved that the agenda of a regular meeting held on January 9, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved B.Power/K.Todhunter: Resolved that the minutes of a regular meeting held on December 12, 2016 be adopted as circulated, corrected or amended. In favour 6. Carried.

BUSINESS ARISING

1. Fisheries, Forestry and Agrifoods, Sugarloaf Place re: Access Road. Mayor Kennedy will meet onsite with a representative from the Department of Fisheries Forestry and Agrifoods to discuss the location of the access road.

2. Greg Boyd, 7 Roman's Drung re: Second Access Culvert. Council has approved the second access for the property located at 7 Roman's Drung. Culvert to be installed which must be in accordance with engineer's drawings for subdivision.

3. Traffic Calming re: Study. Councillor Cadigan is currently reviewing the traffic calming study that was provided by the Town of Torbay.

5. St. Francis of Assisi School re: No Parking Signage. The Town Manager and Mayor Kennedy will meet to discuss the aforementioned signage. Councillor Cadigan will visit the area in question on Outer Cove Road and report back to Mayor Kennedy via email.

CORRESPONDENCE

6. Letter from Jamie Chippett, Department of Municipal Affairs re: Municipal Recommendation Forms. Information Only.

Councillor Cadigan left the chambers at 7:10pm


Councillor Cadigan returned to the chambers at 7:12pm

8. Letter from Chris Tufts, Colliers International re: J1112 Logy Bay Cell Tower Renewal. The Finance Committee will meet to discuss the aforementioned cell tower renewal.

9. Memo from Ryan Belbin, O’Dea Earle re: Right of Way. Town staff will inform Mr. Belbin that there are two existing accesses on publicly maintained roads with one located on Lower Road and one on McDonald’s Road. As a result, an agreement with the Town is not required.

APPLICATIONS

10. Stephen Power, 20 Snow’s Lane re: Single Family Dwelling. Moved C.Dyer/J.Cadigan: Resolved that Council approve the application for a single family dwelling subject to the town development regulations, approval from Service Newfoundland and Labrador, lot grading plan and approved under Section 10 under the towns development regulations. In favour 6. Carried.

11. Maurice Murphy, 64 Red Cliff Road re: East Coast Trail Crown Land Application. Councillor Hickey will inform Mr. Murphy that the crown land application is for a license to occupy the land and not a grant.

FINANCES

13. Cheques issued from December 12, 2016 to January 6, 2017 were reviewed.

14. Quikstat and expense/income reports issued to January 6, 2017 were reviewed.

BILLS TO BE PAID


COMMITTEE REPORTS

18. Community Program Coordinator/Outreach Officer re: Hiring Motion. Moved K.Todhunter/C.Dyer: Resolved that Council hire Janet Roff as the Community Program Coordinator/Outreach Officer commencing January 4, 2017 with Step one on the salary scale. In favour 6. Carried. Town staff will make a public announcement regarding the aforementioned.


20. On Call Person re: Daytime. Moved K.Todhunter/B.Hickey: Resolved that effective immediately that a day shift be added to the on call schedule during the regular work week Monday through Friday. In favour 6. Carried.

21. Public Briefing re: Flood Risk Amendment and Applicable Zoning Changes. Town staff will schedule a Public Briefing on the Flood Risk Study.

22. Public Briefing re: Town Plan Review Mapping. Town staff will schedule a Public Briefing on the Town Plan Review Mapping Zoning changes.

23. Marine Drive Property re: House and Garage. Town staff will write the property owner that a complaint has been received regarding his property.
24. Town Plan Review re: Meeting. The Planning/Development Committee will meet with the planner to discuss the Town Plan Review.

25. Policy re: Pot Hole Damage. The committee will meet to develop a policy on pot hole damage to vehicles.

26. Special Events re: Recreation/Events/Festival. The Special Events Committee will meet with the Community Program Coordinator and Outreach Officer to discuss planning for 2017 programming and events.

27. Logy Bay-Middle Cove-Outer Cove Development Association re: Annual General Meeting. A public meeting and AGM is scheduled on February 6, 2017 at 8:30pm in the lower level of the Justina Centre. Town staff will advertise the aforementioned message on the town's social media.

Councillor Power left the meeting at 8:08pm


NEW BUSINESS

29. Parking Issue re: 465-513 Marine Drive. Town staff will write the property owner to inform him of the issue of parking vehicles on the road.


NOTICE OF MOTION

None Tabled

Moved K.Todhunter/B.Hickey: Resolved that the Council meeting be adjourned at 8:18pm. In favour 5. Carried.

Richard Roche
Town Clerk/Treasurer

John Kennedy
Mayor

Council Minutes – January 9, 2017
Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
January 30, 2017
6:30 pm

IN ATTENDANCE

Mayor John Kennedy
Deputy Mayor Craig Dyer
Councillor James Cadigan
Councillor Bert Hickey
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Manager
Richard Roche, Town Clerk/Treasurer
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS

Councillor Bradley Power

PROCEEDINGS

Moved C.Dyer/K.Todhunter: Resolved that the agenda of a regular meeting held on January 30, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved C.Dyer/K.Todhunter: Resolved that the minutes of a regular meeting held on January 9, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

BUSINESS ARISING

1. On Call Person re: Daytime. Moved K.Todhunter/B.Hickey: Resolved that effective immediately that a day shift be added to the on call schedule during the regular work week Monday through Friday until the seasonal worker returns back to work. In favour 6. Carried.

CORRESPONDENCE


Council Minutes – January 30, 2017
4. Letter from St. Francis of Assisi Basketball Association re: Donation Request. Moved B.Hickey/K.Todhunter: Resolved that Council donate $500.00 to St. Francis Basketball program to help offset the costs of running these provincial tournaments. In favour 6. Carried.

5. Letter to Jim Sinnott, Newfoundland and Labrador Eastern School District re: Traffic Congestion near St. Francis of Assisi School. The minutes of the meeting discussing the traffic congestion along Outer Cove Road near St. Francis of Assisi School were forwarded to all of Council. Councillor Hickey will meet with the Parish Council to discuss the aforementioned issue.


7. Girl Guide District Inquiry re: Justina Centre Lower Level. It was a decision of Council to permit the Girl Guide District leaders to utilise the town committee room for meetings until the Kinsmen Centre renovations are complete.

8. Letter from Anne Clift, 41 St. Francis Road re: Winter Recreation Programs. Town staff will write Ms. Clift to inform her that due to staff change over, programs were delayed.


APPLICATIONS

11. Venice Holdings Inc., Middle Ledge Drive re: Retention Area/Easement. Town staff will check the drawings regarding the easement.


13. Fisheries, Forestry and Agrifoods re: Access Road Dauney's Path off Sugarloaf Place. Town staff will advise Crown Lands that the Town has no issue with the aforementioned request.

14. Russell Caddigan, 60-74 Old Pine Line re: Subdivision Development. Town staff will forward the concept plan to the Town Planner for his review.
FINANCES

15. Cheques issued from January 9, 2017 to January 27, 2017 were reviewed.

16. Quickstat and expense/income reports issued to January 27, 2017 were reviewed.

BILLS TO BE PAID


COMMITTEE REPORTS

19. Planning/Development re: NEAR Plan. Town staff will place a notice on the town social media in relation to the upcoming near plan meeting.

20. Policy re: Children’s Parties. Moved K.Todhunter/C.Dyer: Resolved that Council permit children’s parties in the upper level of the Justina Centre subject to a security deposit being submitted prior to the rental and no play structures/large recreational equipment are permitted inside the Justina Centre. In favour 6. Carried. Town staff will amend the Justina Centre rental agreement based on the aforementioned changes.

21. NEAJC re: Minutes. The minutes will be forwarded to all of Council when they become available.

NEW BUSINESS


26. Property Tax Reduction re: 2017. Moved C.Dyer/B.Hickey: Resolved that property owners with a total combined income of $30000.00 or less with a total residential assessed value of $425000.00 or less may avail of the property tax reduction and must submit a copy of their 2016 Notice of Assessment from the Canada Revenue Agency with the Property Tax Reduction application form with a deadline of December 31, 2017. In favour 6. Carried.


28. Ten Percent Discount re: 2017. Moved C.Dyer/B.Hickey: Resolved that the ten percent discount on property and business tax be approved and taxes must be paid in full on or before March 17, 2017. In favour 6. Carried.


30. Jenny's Way re: Extension. The Planning and Development Committee will meet to discuss the proposed extension to Jenny’s Way.

NOTICE OF MOTION

None Tabled

Moved K.Todhunter/J.Rose: Resolved that the Council meeting be adjourned at 7:50 pm. In favour 6. Carried.

Adele Carruthers
Town Manager

John Kennedy

Council Minutes – January 30, 2017 4
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.
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.


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.


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


COMMITTEE REPORTS

22. Finance re: Meeting. The finance committee will meet to discuss the approved budget and breakdown of account categories.


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.


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 Clerk/Manager

John Kennedy

Council Minutes – February 20, 2017
IN ATTENDANCE

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

REGRETS

Councillor Bradley Power

PROCEEDINGS

Moved C.Dyer/K.Todhunter: Resolved that the agenda of a regular meeting held on March 13, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved K.Todhunter/B.Hickey: Resolved that the minutes of a regular meeting held on February 20, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

BUSINESS ARISING

1. Letter to Jim Sinnott, Newfoundland and Labrador Eastern School District re: Traffic Congestion near St. Francis of Assisi School. The Town Manager will contact the RNC officer in charge of traffic services for an update.

2. Letter from Gary Caul, Kavanagh Associates re: 66424 Newfoundland and Labrador Limited. Town staff will have the town engineer make a recommendation to amend future subdivision contracts regarding the inspection and completion of roads for new subdivisions.

3. Finance re: Meeting. The Finance and Administrative Officer will breakout accounts and forward the suggestions to the Finance Committee.
CORRESPONDENCE

4. Letter from Kate Shore and Janette Kelly, St. Francis of Assisi School re: Bi-Annual Dinner and Auction Donation Request. Moved K. Todhunter/B. Hickey: Resolved that Council approve the donation of the following two separate items (1) one week of summer day camp (2017) for one child with a value of $97.00 and (2) 2017 Festival of Friends Prize Pack with a value of $210.00. In favour 6. Carried.

Mayor Kennedy left the chambers at 7:01pm

5. Letter from Gary Caul, Kavanagh Associates re: Development Review – Venice Holdings, Eaglewood Estates Stage 2. It was a decision of Council to have staff forward additional subdivision information to Council for a future private meeting. It was a decision of Council to not approve the development review fee schedule at this time.

Mayor Kennedy returned to the chambers at 7:10pm

6. Public Briefing Minutes re: Flood Risk Amendments. Town staff will forward the aforementioned minutes to the Town Planner and Council will meet to discuss the contents of the minutes.

7. Agenda and Minutes re: JBR Board of Directors Meeting. Deputy Mayor Dyer will inform the organizers of the Neil Maynard tournament to submit a letter to the Jack Byrne Arena Board regarding turning up the heat during tournaments.

8. Memo from Gary Caul, Kavanagh Associates re: Temporary Mailbox Relocation Coaker’s River at Logy Bay Road. Council has decided to place the mailboxes currently located at on Logy Bay Road near Murphy’s Lane to the Public Works Depot parking lot area prior to road construction commencement.

9. Letter from Heather Tizzard, Department of Municipal Affairs and Environment re: Year End Claims-March 31, 2017 Municipal Infrastructure Programs. Town staff will inquire if the aforementioned project is currently closed.

10. Letter from David Whelan, 649 Logy Bay Road re: Stick Pond Development. Town staff will inform Mr. Whalen to plot the river on their survey for Council’s review.

11. MNL re: Municipal Symposium 2017. Town staff will register Mayor Kennedy for the Avalon Regional Meeting.

APPLICATIONS

12. Bob Gendron and Helene Paradis, 44-54 Roche’s Road re: Single Family Dwelling. Moved C. Dyer/B. Hickey: Resolved that Council approve the application under section 10 of the town’s development regulations, lot grading plan, approval from Service Newfoundland and Labrador plus the zoning amendment will be completed by Council as part of the Town Plan Review. In favour 6. Carried.
13. Gina Doyle and William Coffey re: Bee Keeping. It was a decision of Council to inform Ms. Doyle and Mr. Coffey that a bee keeping hobby farm can be approved with the discretion of Council.

14. Russell Caddigan, 60-74 Old Pine Line re: Subdivision Development. Town staff will inform Mr. Keeping to contact the Town Planner for the process of rezoning on the aforementioned particular development.


FINANCES

16. Cheques issued from February 20, 2017 to March 10, 2017 were reviewed.

17. Quikstat and expense/income reports issued to March 10, 2017 were reviewed.

18. Albert Williams Development re: Legal Easements. Town staff will contact Mr. Williams to request a legal drainage maintenance easement for the drainage area located on Middle Ledge Drive.

BILLS TO BE PAID


COMMITTEE REPORTS

23. Planning/Development re: Meeting. The Planning/Development Committee will meet with the Colliers Group to discuss the Bell Tower lease agreement on March 17, 2017 at the Town Hall.
24. Jack Byrne Arena re: AGM. Mayor Kennedy will forward the date of the annual general meeting to all of Council for their review.

25. Northeast Avalon Joint Council re: Meeting Minutes. Councillor Hickey will forward the meeting minutes to all of Council.

NEW BUSINESS

26. Engineering Advice re: Culvert Sizing Logy Bay and O’Rourke’s Lane. Information Only.


Councillor Rose left the chambers at 8:27pm

30. Outer Cove Beach re: Road Access. Council may consider paving the roadway access to Outer Cove Beach as well as opening the gate sooner.

31. Outer Cove Beach re: Bridge Murals. Town staff will place a notice in the newsletter regarding community feedback on mural ideas.

NOTICE OF MOTION

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

Adele Carruthers
Town Clerk/Manager

John Kennedy
Town of Logy Bay-Middle Cove-Outer Cove  
Regular Council Meeting  
April 3, 2017  
6:30 pm

IN ATTENDANCE

Mayor John Kennedy  
Deputy Mayor Craig Dyer  
Councillor James Cadigan  
Councillor Bert Hickey  
Councillor Bradley Power  
Councillor James Rose  
Councillor Karen Todhunter  

Adele Carruthers, Town Clerk/Manager  
Elizabeth Whitten, Finance and Administrative Officer  
Wayne Langille, Administrative Support Clerk

REGrets

PROCEEDINGS

Moved C.Dyer/K.Todhunter: Resolved that the agenda of a regular meeting held on March 13, 2017 be adopted as circulated, corrected or amended. In favour 7. Carried.

Moved K.Todhunter/B.Hickey: Resolved that the minutes of a regular meeting held on February 20, 2017 be adopted as circulated, corrected or amended. In favour 7. 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 contact Mr. Sinnott to seek an update to a report regarding the ongoing oil clean-up onsite. Town staff will register an official compliant to the RNC regarding the traffic issues along Outer Cove Road near St. Francis of Assisi School. Town staff will inform the RNC to formally notify Newfoundland and Labrador Eastern School District regarding the traffic issues along Outer Cove Road near St. Francis of Assisi School.

CORRESPONDENCE

2. Letter from Cathy LeBreton, NLPCA-Campaign Office re: Support Request. Council has decided not to advertise in the Souvenir Hockey Program.
3. Letter from Sylvia Miller, 16 Savage Creek Road re: Garbage Box. Town staff will check the turning radius of Savage Creek Road on existing plans and members of public works will make a site visit.

4. Memo from Donna Evans re: Newfoundland Athletic Dog Association Location Leasing Land. Town staff will inform the Newfoundland Athletic Dog Association that Council does not have any land to sell or lease to them to relocate their business.

5. Copied letter from all Northeast Avalon Mayors to Andrew Parsons, Minister, Department of Justice and Public Safety re: Highway Traffic Act Concerns. Information Only.


7. Letter from Megan Nichols, Department of Fisheries and Land Resources re: Kala Hickey and Nick Thome Application for Residence Barnes Road. Town staff will inform Ms. Hickey and Mr. Thome that Mayor Kennedy will attend the appeal if requested.

8. Letter from Reginald Garland, Plan-Tech Environment Ltd. re: 488-498 Marine Drive. Moved J. Cadigan/B. Hickey: Resolved that Council issue an order for the owner to terminate habitation of the existing detached garage (garage permit no. 2731) located at 488-498 Marine Drive, Outer Cove and reinstate the second structure to a garage only with storage as per the original approval subject to staff inspection with a deadline under the authority of the Municipalities Act Section 404. (1) (e) due to non-compliance with the garage permit which is contrary to Section 194 of the Municipalities Act. In favour 7. Carried.

APPLICATIONS

9. Aaron Walsh, 41 Snow's Lane re: Single Family Dwelling. It was a decision of Council to refer the application to the Planning/Development Committee for review.

10. Ghislain Boudreault, 135 Doran's Lane re: Single Family Dwelling. It was a decision of Council to refer the Planning/Development Committee for review.

FINANCES

11. Cheques issued from March 13, 2017 to March 31, 2017 were reviewed.

12. Quikstat and expense/income reports issued to March 31, 2017 were reviewed.

13. Skymark re: Town Hall Door. Town staff will consult our lawyer regarding completing the deficiencies from the front door project. In addition, town staff will seek an estimate from a subcontractor on the original contract to complete the work.
BILLS TO BE PAID


COMMITTEE REPORTS

17. Finance re: Account Breakdown. Town staff will forward the account breakdown listing to Deputy Mayor Dyer for review.

18. Public Works re: Snowclearing Town Hall Parking Lot. Town staff will ensure that J3 Construction Limited clear the Town Hall parking lot of snow.

NEW BUSINESS

19. Robin Short re: Development. The Planning/Development Committee will meet with Mr. Short regarding his proposed development.


21. Jenny’s Way re: Extension. Deputy Mayor Dyer advised Council that Jenny’s Way pavement will be repaired while the extension is being built as per an agreement with Trevor Morris.

Councillor Hickey and Councillor Cadigan left the chambers @ 8:27pm


Councillor Hickey and Councillor Cadigan returned to the chambers @ 8:28pm

NOTICE OF MOTION

Council Minutes – April 3, 2017
Moved B. Power/J. Rose: Resolved that the Council meeting be adjourned at 8:29pm. In favour 7. Carried.

Adele Carruthers  
Town Clerk/Manager

John Kennedy

Council Minutes – April 3, 2017  4
Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
April 25, 2017
6:30 pm

IN ATTENDANCE

Mayor John Kennedy
Deputy Mayor Craig Dyer
Councillor James Cadigan
Councillor Bradley Power
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS

Councillor Bert Hickey

PROCEEDINGS

Moved C.Dyer/K.Todhunter: Resolved that the agenda of a regular meeting held on March 13, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved K.Todhunter/B.Hickey: Resolved that the minutes of a regular meeting held on February 20, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

BUSINESS ARISING

1. Letter to Jim Sinnott, Newfoundland and Labrador Eastern School District re: Traffic Congestion near St. Francis of Assisi School. Members of the RNC will meet with Council prior to the commencement of the next Council meeting scheduled for May 15, 2017 to discuss traffic and any other issues.

2. Memo from Donna Evans re: Newfoundland Athletic Dog Association Location Leasing Land. The Planning/Development Committee will meet to discuss a proposed relocation for the Newfoundland Athletic Dog Association and Clovelly Riding Stables.

3. Skymark re: Town Hall Door. Town staff will consult our lawyer regarding completing the deficiencies from the front door project. In addition, town staff will seek an estimate from a subcontractor on the original contract to complete the work.

Council Minutes – April 25, 2017
4. Robin Short re: Development. The Planning/Development Committee will meet with Mr. Short regarding his proposed development as well as Judy Dobbin and Russell Caddigan regarding their proposed subdivisions.

5. Jenny's Way re: Extension. Moved C.Dyer/B.Power: Resolved that Council approve the Jenny's Way extension subject to same conditions as the initial Jenny's Way road construction, subject to the existing road repair completed when road extension is constructed, subject to a lot grading plan, subject to zero net run off requirements and one layer of pavement, subject to all regular conditions of Council. In favour 6. Carried.

CORRESPONDENCE

6. Letter from the Cahill and Roche Families re: Doran's Lane Rezoning. Town staff will inform the Cahill and Roche families in writing that their land is being reviewed under the Town Plan Review, that Council gave permission to the East Coast Trail to occupy the road reserve which borders their property and the slope of the land may exceed St. John's Regional Fire Departments recommendations which is eight percent for max road slope construction. Consequently, if a meeting is required to discuss the aforementioned then one will be arranged.

7. Memo from Gerry Boland, 8 Outer Cove Road re: Signage Request. Town staff will erect a sign in an appropriate location. Town staff will check annually all signs within the town's jurisdiction to ensure that they are visible to the public and in reasonable condition.

8. Memo from Kieran Roach, 96 Lower Road re: Donation Request. Moved B.Power/J.Cadigan: Resolved that Council approve a donation of $ 50.00 to Kieran Roach to assist with expenses to attend the Next Level Officials Camp in Edmonton. In favour 6. Carried.


10. Letter from François Choquette, House of Commons Canada re: Bill C-203, An Act to Amend the Supreme Court Act. Town staff will send a notice to Councillor Power, Councillor Hickey and Councillor Cadigan to be discussed at a future NEAJC meeting.

11. Letter from Rt. Hon. Justin P.J. Trudeau, Prime Minister of Canada re: Walk for Values. Town staff will obtain further information on this initiative.

12. Memo from St. John's and District Labour Council re: Annual Wreath Laying Ceremony. Councillor Cadigan will attend this event on behalf of Council.


15. Memo from Paul Smith re: Softball NL Hall of Fame Induction. Council has decided not to support placing an ad at this time.

16. Jack Byrne Regional Sport & Entertainment Centre re: Advertisement Request. Moved B.Power/C.Dyer: Resolved that Council approve option 2 to advertise the Festival of Friends in print and on the digital sign. If option 2 is sold out then Council will proceed with option 3 instead. In favour 6. Carried.

APPLICATIONS

17. Aaron Walsh, 41 Snow's Lane re: Single Family Dwelling. Moved C.Dyer/B.Power: Resolved that Council approve the application to construct a single family dwelling subject to Service NL approval, lot grading plan, sixty days to demolish existing dwelling on site after an occupancy permit is issued, and all town development regulations. In favour 6. Carried.

18. Ghislain Boudreault, 135 Doran's Lane re: Single Family Dwelling. Moved C.Dyer/B.Power: Resolved that Council approve the application to construct a single family dwelling subject to Service NL approval, lot grading plan, and all applicable town development regulations. Access from public road (Doran's Lane) only. No future subdivision of combined lots without approval from Council. In favour 6. Carried.


20. Perry Doran, 184 Lower Road re: Single Family Dwelling. Council has decided to refer the application to the Planning/Development Committee for review.


FINANCES

22. Cheques issued from April 3, 2017 to April 21, 2017 were reviewed.

23. Quikstat and expense/income reports issued to April 21, 2017 were reviewed.

BILLS TO BE PAID

COMMITTEE REPORTS

25. Personnel/Training/IT re: Meeting. The Personnel/Training/IT Committee will meet with Jan Dicks, Human Resource Consultant on May 1, 2017 at the Town Hall.

26. Personnel/Training/IT re: Seasonal Outside Worker. Moved C.Dyer/K.Todhunter: Resolved that Council have the Seasonal Outside Worker return to work on May 1, 2017 which terminates the day time on call shift. In favour 6. Carried.


28. Policy re: Meeting. The Policy Committee will meet when Councillor Hickey returns from vacation.

29. Public Works re: Meeting. The Public Works Committee will meet on April 28, 2017 to discuss public work projects.

30. Tourism/Economic Development re: Social Media Images. Councillor Power will obtain quotes to develop some images for social media distribution.

31. Jack Byrne Arena re: Digital Design Second Ice Surface. Mayor Kennedy will forward the design to all of Council for their review.

32. Taxation re: Communications. Town staff will forward the amounts to Councillor Power for his review.

33. St. Francis of Assisi School re: Recycling Update. Town staff will include an update for the funds collected ($2550.00) from the town recycling shed to St. Francis of Assisi School in the next edition of the newsletter.

34. War Memorial re: Pillar. Town staff will obtain a quote to remove the remaining pillar.

35. Sweeping re: Town Roads. Town staff will sweep all roads when the weather permits.

36. Stantec re: Water Study. Town staff and Mayor Kennedy will meet with Stantec regarding the water study.


NEW BUSINESS

NOTICE OF MOTION
Moved K.Todhunter/B.Power: Resolved that the Council meeting be adjourned at 8:20pm. In favour B. Carried.

Adele Carruthers  
Town Clerk/Manager

John Kennedy

Council Minutes – April 25, 2017
Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
May 15, 2017
6:30 pm

IN ATTENDANCE

Mayor John Kennedy
Deputy Mayor Craig Dyer
Councillor James Cadigan
Councillor Bert Hickey
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS

Councillor Bradley Power

PROCEEDINGS

Moved J.Cadigan/K.Todhunter: Resolved that the agenda of a regular meeting held on May 15, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved K.Todhunter/B.Hickey: Resolved that the minutes of a regular meeting held on April 25, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

BUSINESS ARISING

1. Letter from the Cahill and Roche Families re: Doran’s Lane Rezoning. Town staff will schedule a meeting with the Cahill and Roche Families and the Planning/Development Committee regarding their rezoning request.

2. Planning/Development re: Town Plan Review. Town staff will schedule a meeting of all Council and our Town Planner to discuss the review of our current town plan.

3. Stantec re: Water Study. Town staff and Mayor Kennedy will meet with Stantec regarding the water study.
4. Letter from Gary Caul, R.V. Anderson Associates Limited re: O'Rourke’s Lane Drainage Review. It was a decision of Council to refer this letter to the Public Works Committee of Council.

5. Letter from Gary Caul, R.V. Anderson Associates Limited re: Snow’s Lane Intersection. It was a decision of Council to refer this letter to the Public Works Committee of Council.

6. Memo from Andy Ryan, AJ Vacuum re: Middle Cove Beach Portable Toilet Quote. Moved J. Cadigan/B. Hickey: Resolved that Council approve the quote as tabled for the cleaning service of two portable toilets on Middle Cove Beach for the summer season. In favour 6. Carried.

7. Letter from Robin Short, 716 Logy Bay Road re: Subdivision Development. Moved C. Dyer/J. Cadigan: Resolved that Council inform Mr. Short that his subdivision development must follow all the current subdivision standards. In favour 6. Carried.


9. Memo from Linda Renouf, 11 Klondyke Road re: Donation Request. Moved B. Hickey/J. Cadigan: Resolved that Council approve a donation of $50.00 each to Emily Renouf and Hillary Powell in support of offsetting expenses for their basketball trip in June, 2017. In favour 6. Carried.

10. Memo from Terry Greene, EPRA-NL re: Rejection Sticker. It was a decision of Council to review this program when a new contract for waste collection is established.

11. Memo from Marion Nash, 23 Kavanagh’s Lane re: Tree Removal. It was a decision of Council to permit Ms. Nash to remove trees from the ditches only.


13. Letter to Joe Dunford, Department of Transportation and Works re: St. Francis of Assisi School – Oil Spill Remediation. Mayor Kennedy will contact Al Hawkins, Minister, Department of Transportation and Works or Dale Kirby, Minister, Department of Education and Early Childhood Development if no communication is received from Mr. Dunford.

14. Letter from Michelle Hickey, 122 Lower Road re: Beach Party. Town staff will inform Ms. Hickey that Council has no authority to restrict public access to any portion of the beach under its current license to occupy from the province.


APPLICATIONS

18. Russell Caddigan re: 50+ Community Proposal. It was a decision of Council to meet with Mr. Caddigan to discuss the aforementioned proposal.

19. Anna Patten, 594 Logy Bay Road re: Fence and Landscaping. Moved K. Todhunter/J. Rose: Resolved that Council reject the application for a fence and landscaping as tabled as it is contrary to the town’s 2010 Fence Regulations. In favour 6. Carried.

20. Douglas La Prairie, 32-38 Doran’s Lane re: Single Family Dwelling. Moved C. Dyer/B. Hickey: Resolved that Council approve the application for a single family dwelling subject to Service Newfoundland and Labrador approval and compliance with all other town regulations. In favour 6. Carried.

21. Shawn Fudge, Pinnacle Engineering Limited re: Stick Pond Road Development. It was a decision of Council that a meeting be scheduled with all of Council to discuss the proposal.

22. Darryl Pearcey, 101 Red Cliff Road re: Four Plex Units. It was a decision of Council for the Planning/Development Committee meet to discuss the aforementioned proposal.

FINANCES

23. Cheques issued from April 25, 2017 to May 12, 2017 were reviewed.

24. Quikstat and expense/income reports issued to May 12, 2017 were reviewed.

BILLS TO BE PAID

COMMITTEE REPORTS

25. Finance re: On Call Budget. Town staff will forward an up to date report on expenses incurred for the 2017 calendar year for the on call employees to the Finance Committee.

27. Public Works re: Sand Build-up. It was a decision of Council not to remove any road sand from a private property located on Pine Line.

NEW BUSINESS


NOTICE OF MOTION

Moved K. Todhunter/B. Power: Resolved that the Council meeting be adjourned at 8:20pm. In favour 6. Carried.

John Kennedy  

Adele Carruthers  
Town Clerk/Manager
Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
June 5, 2017
6:30 pm

IN ATTENDANCE

Mayor John Kennedy
Deputy Mayor Craig Dyer (arrived 6:37pm)
Councillor James Cadigan
Councillor Bert Hickey
Councillor Bradley Power
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager
Wayne Langille, Administrative Support Clerk

REGRETS

Elizabeth Whitten, Finance and Administrative Officer

PROCEEDINGS

Moved J.Cadigan/K.Todhunter: Resolved that the agenda of a regular meeting held on June 5, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved C.Dyer/K.Todhunter: Resolved that the minutes of a regular meeting held on May 15, 2017 be adopted as circulated, corrected or amended. In favour 7. Carried.

BUSINESS ARISING

1. Letter from the Cahill and Roche Families re: Doran’s Lane Rezoning Town staff will follow up with a letter to the Cahill and Roche families based on the private meeting they had with the Planning/Development Committee. Randy Murphy of the East Coast Trail will meet with the Cahill and Roche families to discuss any issue the family has with the trail and their property. Mayor Kennedy will contact the Town Planner to write a letter to the Cahill and Roche families.

3. Letter to Joe Dunford, Department of Transportation and Works re: St. Francis of Assisi School – Oil Spill Remediation. Town staff will notify in writing select residents along Outer Cove Road a notice that further oil testing is required onsite at St. Francis of Assisi School regarding the oil spill and if an odor of oil is present on their property to contact an Environmental Health Officer at Service Newfoundland and Labrador.

CORRESPONDENCE


5. Letter from Heather Tizzard, Department of Municipal Affairs and Environment re: Reallocation of MCW Funding. Information Only.


7. Letter to Dwight Ball, Premier, Government of Newfoundland and Labrador re: Public Health Issue on Outer Cove Beach. Town staff has made arrangements with various federal and provincial departments regarding the removal of the whale on Outer Cove Beach including road closures and a secured media area. In addition, a private contractor will be contracted to assist with the whale removal. Councillor Power will collaborate with town staff on a traffic advisory.

8. Letter from Natalie Hallett, Department of Transportation and Works re: Oil Spill Clean-up. As per #3 June 5, 2017 Council Minutes.

APPLICATIONS

9. Steve Melbourne, 498 Marine Drive re: Dwelling Extension. Moved C.Dyer/J.Rose: Resolved that Council approve the application for a dwelling extension subject to town development regulations and Service Newfoundland and Labrador approval and the subsidiary apartment cannot be occupied until the extension is complete. In favour 6. Councillor Hickey Against. Carried.


11. Maureen Cadigan, 375 Marine Drive re: Dwelling Extension. Moved C.Dyer/J.Rose: Resolved that Council approve the application for a dwelling extension subject to town development regulations, approval from Service Newfoundland and Labrador and approved under Section 10 under the towns development regulations. In favour 7. Carried.

13. Perry Doran, 184 Lower Road re: Single Family Dwelling. **Moved C.Dyer/B.Power:** Resolved that Council approve the application for a single family dwelling subject to town development regulations, approval from Service Newfoundland and Labrador approval and a ten percent variance on the frontage of the proposed lot. In favour 7. Carried.

**FINANCES**

14. Cheques issued from May 15, 2017 to June 2, 2017 were reviewed.

15. Quikstat and expense/income reports issued to June 2, 2017 were reviewed.

**BILLS TO BE PAID**

16. EMCO Corporation re: Culverts $ 1393.80. **Moved C.Dyer/B.Power:** Resolved that Council approve the invoice for payment. In favour 7. Carried.

17. J3 Construction Limited re: Snow Clearing/Ice Control $ 40943.07. **Moved C.Dyer/B.Power:** Resolved that Council approve $ 35943.07 and the town will retain $ 5000.00 as a holdback until all necessary repairs are completed by the contractor. In favour 7. Carried.

**COMMITTEE REPORTS**

18. Public Works re: Asphalt Repair. The Public Works Committee will complete an inventory of areas that need to be patched within the Town.

19. Public Works re: Logy Bay Road Recapping. Town staff and the Public Works Committee will measure the area in the Snow’s Lane and Logy Bay intersection in order to get a quote to have the work completed.

20. Special Event re: Fundraiser. Town staff will check catering license requirements to sell hot dogs and beverages at the Festival of Friends horseshoe event. Councillor Hickey will inquire with the parish council if they would be interested in selling hot dogs as a fundraiser for the aforementioned event.

21. Heritage re: Replace Signage. Town staff will repair/replace the sign located on the Town Museum and have the main door repainted. In addition, tree limbs need to be removed from the museum sign located at the intersection of Marine Drive and Logy Bay Road.

22. Northeast Avalon Joint Council re: SOPAC. **Moved B.Power/B.Hickey:** Resolved that Council write the minister of the department of transportation and works in support of SOPAC. In favour 7. Carried.

23. War Memorial re: Site Repair. **Moved B.Power/K.Todhunter:** Resolved that Council approve $ 1000.00 for the remediation and work of the war memorial site for the July 1, 2017 ceremony. In favour 7. Carried.

Council Minutes – June 5, 2017
NEW BUSINESS

24. Outer Cove Bridge re: Mural. Moved B.Power/J.Cadigan: Resolved that Council task the Logy Bay Development Association as the project manager in conjunction with the Heritage Committee for the mural project and have them obtain three quotes for the initial painting of the bridge as well as the completion of the mural on Outer Cove Beach. In favour 7. Carried.

25. Development Applications re: Deadlines. The Town has initiated a new process in relation to the acceptance of development applications which need to be tabled at Council meetings. All development applications must be submitted in writing by the Thursday (12:00pm) occurring two weeks prior to a scheduled Council meeting.

26. Private Property re: Culverts. Town staff will write the property owners in question to advise them that their private culverts are substandard.

27. Paving Areas re: Quote. Town staff will have Modern Paving Limited pave the corner of St. Francis Road and Outer Cove Road. In addition, town staff will seek a quote to pave the road leading down towards Outer Cove Beach.

28. MCW Resolution re: 2017. Moved C.Dyer/B.Power: Resolved that Council support the application for the MCW 2017 projects as follows: (a) Sikh Temple at Logy Bay Road $ 75258.97 (south) (b) Sikh Temple at Logy Bay Road (north) $ 81917.89 (c) Logy Bay Road near Kinsella’s Lane $ 117538.01 with the town’s commitment to pay ten percent of the appropriate costs. In favour 7. Carried.

NOTICE OF MOTION

Moved J.Cadigan/J.Rose: Resolved that the Council meeting be adjourned at 8:20pm. In favour 7. Carried.

Adele Carruthers
Town Clerk/Manager

John Kennedy
Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
June 27, 2017
6:30 pm

IN ATTENDANCE

Deputy Mayor Craig Dyer
Councillor Bert Hickey
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative Officer

REGRETS

Mayor John Kennedy
Councillor James Cadigan
Councillor Bradley Power
Wayne Langille, Administrative Support Clerk

PROCEEDINGS

Moved B.Hickey/J.Rose: Resolved that the agenda of a regular meeting held on June 27, 2017 be adopted as circulated, corrected or amended. In favour 4. Carried.

Moved K.Todhunter/B.Hickey: Resolved that the minutes of a regular meeting held on June 5, 2017 be adopted as circulated, corrected or amended. In favour 4. Carried.

BUSINESS ARISING

1. Special Event re: Fundraiser. Town staff will notify the public if there is any interest in selling hot dogs as a fundraiser for the Festival of Friends Horseshoe Tournament.

2. Special Event re: Festival of Friends Horseshoe Tournament. The Special Events Committee informed Council that the price of beer will be increased to $5.00 per beer to cover off expenses of security and bartending staff.

3. Outer Cove Bridge re: Mural. Councillor Hickey will contact Councillor Power regarding a deadline to have three quotes for the initial painting of the bridge as well as the completion of the mural on Outer Cove Beach.

4. Ms. Tara Smith addressed Council at 6:45pm to discuss their application for a garage permit. The application will be discussed further under applications.
CORRESPONDENCE


7. Letter from Inayat Rehman, Department of Municipal Affairs and Environment re: Municipal Capital Works Program 2015 Culvert Replacement Program – Soldier’s Brook and Coaker’s River Culverts. The Public Works Committee will meet to discuss the tender on June 30, 2017 at the Town Hall.

8. Letter from Brian and Julie Kavanagh, 25 Kavanagh’s Lane re: Snow Fencing Removal. Town staff will inform Mr. Kavanagh that the snow fence can only be erected for six months of the year during the winter months.

9. Memo from Janet Roff, Community Program Coordinator and Outreach Officer re: Softball Field Rental. Moved B.Hickey/K.Todhunter: Effective immediately, Council will suspend the rental of the town soccer and softball fields to outside groups or organizations and will be reviewed at a later date. In favour 4. Carried. The Finance Committee as well as the Community Program Coordinator and Outreach Officer will meet to discuss a full review of the Justina Centre Rentals and Field Rentals.

10. Memo from Jordan McAllister, The Royal St. John’s Regatta Committee re: Advertising Request. Council has decided not to advertise in the guide this year.


14. Letter from Robin King, Harbourside Transportation Consultants re: Transportation Study. Council will meet to discuss the aforementioned study.

APPLICATIONS

15. Earl and Tara Smith, 15-17 Roche’s Road re: 28’ x 30’ Garage. Moved B.Hickey/J.Rose: Resolved that Council approve the application under Section 10 of the town development regulations subject to no letter(s) being received from the adjacent property owners subject to the Planning/Development Committee review of the setback of the proposed garage. In favour 4. Carried.
16. Wayne Hickey, 89 Barnes Road re: 14' x 14' Shed. Moved K.Todhunter/J.Rose: Resolved that Council approve the application under Section 10 of the town development regulations subject to no letter(s) being received from the adjacent property owners. In favour 4. Carried.

17. Diana Saunders, 11 Marine Drive re: Home Based Business. It was a decision of to notify the adjacent property owners of the proposed business.

18. Bruce King, 373-381 Marine Drive re: Antenna Pole. It was a decision for the applicant to obtain permission from the home owner to install the structure on the owner's property and to obtain further information.

19. Shawn Vivian, 49 Big Meadow Drive re: 28' x 38' Garage. It was a decision of Council to obtain further information from the applicant and inform applicant to have the application completed in full prior to being tabled at a Council meeting.

FINANCES

20. Cheques issued from June 5, 2017 to June 23, 2017 were reviewed.

21. Quikstat and expense/income reports issued to June 23, 2017 were reviewed.

BILLS TO BE PAID


COMMITTEE REPORTS

25. Finance re: Debit Machine Justina Centre. Deputy Mayor Dyer will contact the Community Program Coordinator and Outreach Officer regarding the network cable for the machine.

26. Personnel/Training/IT re: Meeting. The committee will meet to discuss various issues.

27. Planning/Development re: Garages. Town staff will obtain development applications from adjacent towns for comparison and make necessary changes.


30. Special Events re: 2017 Festival Gate Prices/Beer Prices. The new prices will be free (children five years and under), $5.00 (five to fifteen), $15.00 (sixteen years and up prior to 5pm) and $20.00 (sixteen years and up after 5pm). The beer prices will be $5.00 for all events and to notify the horseshoe organisers of the aforementioned change.

31. Kelly Park Sport Association re: Update. Councillor Hickey would like an update from the association and the summer program as the programs run throughout the summer.

NEW BUSINESS


33. Nomination Day re: Election 2017. It was a decision of Council to set the nomination day for election 2017 for August 29, 2017 from 8:00am until 8:00pm at the Town Hall.

NOTICE OF MOTION

Moved K.Todhunter/B.Hickey: Resolved that the Council meeting be adjourned at 8:42pm. In favour 4. Carried.

Adele Carruthers
Town Clerk/Manager

Craig Dyer
Deputy Mayor

Council Minutes – June 27, 2017
IN ATTENDANCE

Mayor John Kennedy
Deputy Mayor Craig Dyer
Councillor James Cadigan
Councillor Bert Hickey
Councillor Bradley Power
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS

PROCEEDINGS

Moved C.Dyer/K.Todhunter: Resolved that the agenda of a regular meeting held on July 17, 2017 be adopted as circulated, corrected or amended. In favour 7. Carried.

Moved C.Dyer/K.Todhunter: Resolved that the minutes of a regular meeting held on June 27, 2017 be adopted as circulated, corrected or amended. In favour 7. Carried.

BUSINESS ARISING

1. Finance re: Debit Machine Justina Centre. Town staff will contact Chase Paymentech to add Visa as another electronic payment option.

2. Public Works re: Portable Slipway. Councillor Power informed Council that the Logy Bay Middle Cove Outer Cove Development Association will be obtaining quotes for the installation of a portable slipway for Outer Cove Beach. Councillor Power will provide Council with an update on the progress of the association relating to the aforementioned.
CORRESPONDENCE

3. Memo from Steve Walsh, Logy Bay Middle Cove Outer Cove Development Association re: Middle Cove Beach Washroom Proposal. Moved B.Power/K.Todhunter: Resolved that Council approve funds of $40000.00 as the town's ten percent contribution to the Middle Cove Beach proposal, subject to approval from Atlantic Canada Opportunities Agency. In favour 6. Councillor Rose Against. Carried.

4. Letter from Heather Tizard, Department of Municipal Affairs and Environment re: Culvert Replacement Program – Soldier's Brook and Coaker's River. Moved C.Dyer/B.Power: Resolved that Council approve the tender from Dexter Construction (NL) in the amount of $550980.24 for the replacement of culverts located at Soldier's Brook (Pine Line) and Coaker's River (Logy Bay Road). In favour 7. Carried.

5. Letter from Dr. Jillian Gould and Dr. Diane Tye, Memorial University re: Department of Folklore Graduate Field School. Moved B.Hickey/K.Todhunter: Resolved that Council approve the Graduate Field School to be located in the Town Museum in the fall of 2018 including the use of the town's wireless internet. In favour 7. Carried.

Councillor Cadigan left the meeting at 7:05pm

6. WM Welding Limited re: Tennis Court Gate. Moved J.Rose/K.Todhunter: Resolved that Council approve the quotation from WM Welding Limited to fabricate, install and supply one galvanised steel gate for the entrance to the Tennis Court located in Kelly Park, Outer Cove. In favour 6. Carried.

7. Letter from Gemma Giovannini, 27 Walsh's Road re: Walsh's Road. Town staff will write Ms. Giovannini.

8. Letter to Eddie Joyce, Minister, Department of Municipal Affairs and Environment re: NEAR Plan. Information Only.


APPLICATIONS

11. Earl and Tara Smith, 15-17 Roche's Road re: 28' x 30' Garage. Moved C.Dyer/J.Rose: Resolved that Council approve the application for a 28' x 30' garage utilising Section 10 of the town development regulations with a setback of 28 feet. In favour 6. Carried.
12. Wayne Hickey, 89 Barnes Road re: 14’ x 14’ Shed. Moved C.Dyer/J.Rose: Resolved that Council reject the application for a 14’ x 14’ shed as the application does not meet the towns development regulations. In favour 6. Carried.


14. Bruce King, 373-381 Marine Drive re: Antenna Pole. Moved B.Hickey/C.Dyer: Resolved that Council approve the antenna pole subject to no impact to Newfoundland Power operations or adjacent properties from any potential fallout from the antenna. In favour 6. Carried.

15. Shawn Vivian, 49 Big Meadow Drive re: 28’ x 38’ Garage. Moved C.Dyer/J.Rose: Resolved that Council approve the application for a garage subject to town development regulations and Service Newfoundland and Labrador approval and to ensure all conditions on the permit are followed including the construction of a washroom on the ground level only. In favour 6. Carried.

FINANCES

16. Cheques issued from June 27, 2017 to July 14, 2017 were reviewed.

17. Quikstat and expense/income reports issued to July 14, 2017 were reviewed.

BILLS TO BE PAID


Councillor Todhunter left the chambers at 7:55pm

COMMITTEE REPORTS


Councillor Todhunter returned to the chambers at 8:00pm


25. Planning/Development re: Anstey Application. Town staff will forward the application to the Town Planner, Reg Garland. Town staff will inform Ms. Anstey that a new application will need to be submitted to the office for processing.


27. Public Works re: Meeting. The Public Works Committee will meet to discuss various upcoming projects.

28. Public Works re: Snow’s Lane Intersection Pavement. It was a decision of Council to have Dexter Construction (NL) to complete extra work at the intersection of Snow’s Lane and Logy Bay Road.

29. Robert Penney Property re: Roche’s Road. The town engineer will make a site visit to Mr. Penney’s on Roche’s Road to recommend a resolution to his culvert issue.

30. Recreation re: Baselines Repair Staff. Town staff will repair the baselines at the ballfield at Kelly Park in Outer Cove.

31. Outer Cove Bridge re: Mural. Moved B.Power/B.Hickey: Resolved that Council approve a mural for Outer Cove Bridge in the amount not to exceed $15400.00 HST (included). In favour 6. Carried.

32. Northeast Avalon Joint Council re: July 29 2017. A Council member may attend the tour and meal on Bell Island.

33. Public Works re: Patchwork. Town staff will take photos of the patchwork after completion and store for warranty purposes.
NEW BUSINESS

34. Road Slope re: Slope 8% Sub Standards, Maximum Road Slope 8%. Moved C.Dyer/B.Power: Resolved that Council decrease the Maximum Street Grade from 10% to 8% effective for all new subdivisions. In favour 6. Carried.

35. Estate of John Kelly re: Remove Barns. Moved B.Power/K.Todhunter: Resolved that Council inform the property owner to remove the barns which are in a dilapidated state. In favour 6. Carried.

36. Eastern Regional Services Board re: Presentation. The Eastern Regional Services Board will make a presentation to Council at 6:00pm about inspection services, just prior to the next regular meeting of Council scheduled for August 7, 2017.

NOTICE OF MOTION

Moved K.Todhunter/B.Hickey: Resolved that the Council meeting be adjourned at 8:48pm. In favour 6. Carried.

Adele Carruthers
Town Clerk/Manager

John Kennedy
Mayor

Council Minutes – July 17, 2017 5
Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
August 7, 2017
6:30 pm

IN ATTENDANCE
Mayor John Kennedy
Deputy Mayor Craig Dyer
Councillor James Cadigan
Councillor Bert Hickey
Councillor James Rose
Councillor Karen Todhunter
Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS
Councillor Bradley Power

PROCEEDINGS

Moved C.Dyer/K.Todhunter: Resolved that the agenda of a regular meeting held on August 7, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved K.Todhunter/B.Hickey: Resolved that the minutes of a regular meeting held on July 17, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

BUSINESS ARISING

1. Driveway Slope re: Slope 8 % Sub Standards, Maximum Driveway Slope 8 %. Moved C.Dyer/K.Todhunter: Resolved that Council decrease the Maximum Grade from 10% to 8% effective for all driveways. In favour 6. Carried.

2. Eastern Regional Services Board re: Presentation. The Eastern Regional Services Board will make a presentation to Council at 6:00pm about inspection services, just prior to the next regular meeting of Council scheduled for August 28, 2017.

4. Personnel/Training/IT re: Meeting. Council will meet to discuss various outstanding issues.

CORRESPONDENCE

5. Memo from Gary Caul, RV Anderson re: 33 Roche's Road Culvert. Council has approved the replacement of the culvert. The Public Works Committee will schedule the replacement with the Outside Maintenance Supervisor at their next meeting.

6. Fennelly's Custom Sheet Metal re: Air Conditioning Quote. Town staff will research cooling units for both servers located in the copy room.


8. Letter from Hon. Al Hawkins, Minister, Department of Transportation and Works re: Support for SOPAC. Information Only.


12. Letter from Matthew Cooper, Regional Recreation Coordinator re: 2017 Killick Coast Games. The Deputy Mayor will attend on behalf of Council.


14. Memo from Juan Edwards, 62 Outer Cove Road re: Travel Subsidies. **Moved C.Dyer/K.Todhunter:** Resolved that Council approve the donation subject to the policy. In favour 6. Carried.
15. Memo from Jonathan Tricco, 514 Logy Bay Road re: Rooster Issue. It was a decision of Council to inform the property owner on Walsh's Road to remove the rooster from their property.

APPLICATIONS


17. Peter Sparrow, 20 Snow's Lane re: Building Line Setback. Moved C.Dyer/J.Rose: Resolved that Council approve a building line setback of 40m under Section 10 of the town development regulations subject to Service Newfoundland and Labrador approval and subject to the applicant submitting a separate application for the proposed garage and compliance with all other town regulations. In favour 6. Carried.


19. Earl and Tara Smith, 15 Roche's Road re: 28' x 30' Garage. Moved C.Dyer/J.Rose: Resolved that Council approve the application for the garage with a setback of a minimum of 23 feet from their property line. In favour 6. Carried.

FINANCES

20. Cheques issued from July 17, 2017 to August 4, 2017 were reviewed.

21. Quiikstat and expense/income reports issued to August 4, 2017 were reviewed.

BILLS TO BE PAID


COMMITTEE REPORTS


26. Emergency Management re: Hydrant. Town staff will contact St. John’s Regional Fire Department to inform them that communications and information on hydrant locations be circulated to staff.


28. Special Events re: Signage. Town staff will erect new directional signage for the Justina Centre and Kelly Park on Logy Bay Road to advise the motoring public.

NEW BUSINESS

29. Volleyball Court re: Kelly Park. Councillor Hickey will inform the KPSA that a needs assessment will need to be completed by them prior to Council considering a volleyball court.


33. Clean Sweep Property Maintenance re: Sweeping. Moved C.Dyer/B.Hickey: Resolved that Council approve the sweeping of Outer Cove Road from Old Pine Line to Marine Drive (both sides) and from Seaview Auto to the Outer Ring Road (one side) for a maximum of $700.00 (hst extra). In favour 6. Carried.

34. J3 Construction re: Overflow Parking. Moved C.Dyer/B.Hickey: Resolved that Council approve the quote from J3 Construction to construct an overflow parking area adjacent to Kelly Park for $19750.00 (hst extra). In favour 6. Carried
NOTICE OF MOTION

Moved J.Rose/J.Cadigan: Resolved that the Council meeting be adjourned at 8:10pm. In favour 9. Carried.

Adele Carruthers
Town Clerk/Manager

John Kennedy
Mayor

Council Minutes – August 7, 2017
Town of Logy Bay-Middle Cove-Outer Cove  
Regular Council Meeting  
August 28, 2017  
6:30 pm  

IN ATTENDANCE  
Mayor John Kennedy  
Deputy Mayor Craig Dyer (arrived 6:45pm)  
Councillor James Cadigan  
Councillor Bert Hickey  
Councillor Bradley Power  
Councillor James Rose  
Councillor Karen Todhunter  

Adele Carruthers, Town Clerk/Manager  
Elizabeth Whitten, Finance and Administrative Officer  
Wayne Langille, Administrative Support Clerk  

REGrets  

PROCEEDINGS  

Moved J.Cadigan/K.Todhunter: Resolved that the agenda of a regular meeting held on August 28, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.  

Moved K.Todhunter/J.Cadigan: Resolved that the minutes of a regular meeting held on August 7, 2017 be adopted as circulated, corrected or amended. In favour 7. Carried.  

BUSINESS ARISING  

1. Fennelly’s Custom Sheet Metal re: Air Conditioning Quote. Town staff will contact Deputy Mayor Dyer regarding cooling options for the server room.  

**Mayor Kennedy left the chambers at 6:56pm and Deputy Mayor Dyer assumed the chair**  

2. Mr. Russell Caddigan addressed Council to discuss the traffic study. Mr. Caddigan will meet with the new Council next month to discuss the ongoing traffic study being completed by Robin King, Harbourside Consultants.  

**Mayor Kennedy returned to the chambers at 7:12pm and reassumed the chair**
CORRESPONDENCE


4. Memo from Eddie Joyce, Minister, Department of Municipal Affairs and Environment re: Public Consultations on Regional Government. Deputy Mayor Dyer, Councillor Cadigan and Councillor Rose will attend on behalf of Council.

5. Letter from Eddie Joyce, Minister, Department of Municipal Affairs and Environment re: 2018 MCW Culvert Replacements. Town staff will ensure that proper signage is evident and visible in construction zones within the Town.


APPLICATIONS

10. James Steinhauer, 4 Killick Drive re: 30’ x 50’ Garage. Moved C.Dyer/J.Rose: Resolved that Council approve the application for a 30’ x 50’ garage under Section 10 of the town development regulations and compliance with all other town regulations. In favour 7. Carried.


13. Fred Arsenault, 125 Middle Cove Road re: 30' x 36' Garage. Moved C.Dyer/J.Rose: Resolved that Council approve the application for a 30' x 36' garage subject to a ten percent variance on the size of the structure. In favour 7. Carried.

**FINANCES**

14. Cheques issued from August 7, 2017 to August 25, 2017 were reviewed.

15. Quikstat and expense/income reports issued to August 25, 2017 were reviewed.

**BILLS TO BE PAID**


**COMMITTEE REPORTS**

19. Planning/Development re: Town Plan Review. Council will meet to discuss the Stack's Lane property as well as the outbuilding size restrictions.

20. Public Works re: Annual Inspection. Town staff will complete an annual inspection of all town facilities. Town staff will obtain prices for the replacement of all exterior doors at the Justina Centre. Town staff will review the condition of the concrete sides leading into the rear basement entrance of the Justina Centre.


22. Public Works re: Marine Drive Signage. Town staff to order a new sign to replace the existing "warning sign" located down by the Department of Transportation access road on Marine Drive.

23. Tourism/Economic Development re: Phase Two Clean-up. Moved B.Power/B.Hickey: Resolved that Council provide funds up to $5600.00 for the resurfacing and clean-up of Outer Cove Bridge. In favour 7. Carried.

24. Public Engagement re: Speed Sign Data. Town staff will forward the Speed Sign Data to Councillor Cadigan for his review.
25. Horse Manure re: Town Roads. Town staff will inform local stables to ensure that the horse manure is cleaned up on a regular basis on town right-of-ways.

26. Overflow Parking Lot re: Gate. Moved B.Power/B.Hickey: Resolved that Council approve the installation of a gate at the overflow parking lot to be completed by WM Welding at a cost of $1500.00 plus HST. In favour 7. Carried.

NOTICE OF MOTION

Moved K.Todhunter/B.Power: Resolved that the Council meeting be adjourned at 8:00pm. In favour 7. Carried.

Adele Carruthers
Town Clerk/Manager

John Kennedy
Mayor
IN ATTENDANCE

Mayor John Kennedy
Deputy Mayor Craig Dyer
Councillor James Cadigan
Councillor Bert Hickey
Councillor Bradley Power
Councillor James Rose

Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative
Officer Wayne Langille, Administrative Support Clerk

REGRETS

Councillor Karen Todhunter

PROCEEDINGS

Moved B.Power/J.Cadigan: Resolved that the agenda of a regular meeting held on September 18, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved J.Cadigan/B.Hickey: Resolved that the minutes of a regular meeting held on August 28, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Mayor Kennedy proclaimed the week of October 8 – 14, 2017 inclusive as Fire Prevention Week.

BUSINESS ARISING
CORRESPONDENCE

1) Town of Flatrock, Pouch Cove and Logy Bay-Middle Cove-Outer Cove re: Regional Waste Management Analysis P4747. Moved B.Power/C.Dyer: Resolve that Council approve the town contribution of $6000.00 to cost share a regional waste management analysis for waste collection with the Town of Flatrock and Town of Pouch Cove. In favour 6. Carried.


4) Letter from Stephen Balsom, Department of Fisheries and Land Resources re: National Forest Week. Information Only.


6) Letter from Ed Grant, Eastern Regional Service Board re: Board of Directors. The board will forward a list of candidates for election and the town will nominate one as part of the voting process.

7) Memo from the Cahill/Roche Families re: Doran's Lane Property. Town staff will contact the East Coast Trail to inquire if a meeting was established between the two parties regarding the trail location.

8) Jack Byrne Arena Board of Directors re: September 14 2017 Meeting. Information Only.

Councillor Hickey left the chambers at 7:24pm


Councillor Hickey returned to the chambers at 7:26pm


12) DVR Replacement Quotes re: Justina Centre. Moved C.Dyer/B.Power: Resolved that Council approve the purchase of a new DVR for the Justina Centre as tabled in the amount of $ 517.50. In favour 6. Carried.

13) Letter from Inspector Cara Pardy, St. John’s Regional Fire Department re: Fire Prevention Week Parade. Council has granted St. John’s Regional Fire Department as well as other emergency vehicles permission to utilise the Justina Centre Parking lot as the starting point for the Fire Prevention Week Parade.

14) Memo from Carrie Frizzell, Office of the Public Trustee re: Information Request. Town staff will forward Council’s decision in response to the Commissioner’s Report to Ms. Frizzell when completed on the floodrisk amendments.

APPLICATIONS

15) David Sheppard, 10 Sandalwood Drive re: 9.15m x 13.41m Garage. Moved C.Dyer/J.Rose: Resolved that Council approve the application for an 9.15m x 3.41m Garage. In favour 6. Carried.

*Deputy Mayor Dyer left the chambers at 7:39pm*

*Councillor Power left the meeting at 7:40pm*


*Deputy Mayor Dyer returned to the chambers at 7:42pm*

FINANCES

Cheques issued from August 28, 2017 to September 15, 2017 were reviewed.

Quikstat and expense/income reports issued to September 15, 2017 were reviewed.

BILLS TO BE PAID

COMMITTEE REPORT

17) Public Works re: Patching O’Brien’s Place/Cadigan’s Road. The Public Works Committee will visit the site and recommendations to town staff.
18) Public Works re: Annual Inventory Equipment. Town staff will complete an annual inventory of town owned equipment.

19) War Memorial re: Special Assistance Grant. Moved C.Dyer/B.Hickey: Resolved that Council approve $1825.00 as the town’s 10 percent contribution for a special assistance grant for repairs to the War Memorial Site. In favour 5. Carried.

NEW BUSINESS

20) Committees of Council re: Liability. Moved B.Hickey/J.Rose: Resolved that Council approve the inclusion of the Logy Bay-Middle Cove-Outer Cove Development Association and Veteran’s Memorial Committee as covered under the liability coverage with the town insurance provider. In favour 5. Carried.


24) Jack Byrne Regional Sports & Entertainment Centre re: Proposed Second Ice Surface Expansion. Information Only.

NOTICE OF MOTION

Moved J.Rose/B.Hickey: Resolved that the Council meeting be adjourned at 8:17pm. In favour 5. Carried.

Adele Carruthers
Town Clerk/Manager

John Kennedy
Mayor
IN ATTENDANCE

Mayor Bert Hickey
Councillor Andrew Boland
Councillor Bradley Power (arrived 8:00pm)
Councillor Brian Roche
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS

Councillor James Cadigan

PROCEEDINGS

Moved B.Power/J.Cadigan: Resolved that the agenda of a regular meeting held on October 10, 2017 be adopted as circulated, corrected or amended. In favour 5. Carried.


Moved J.Cadigan/B.Hickey: Resolved that the minutes of a regular meeting held on September 18, 2017 be adopted as circulated, corrected or amended. In favour 5. Carried.

BUSINESS ARISING

1) Public Works re: Annual Inventory Equipment. Town staff will forward the 2016 Inventory Report for town owned equipment to the Public Works Committee.
CORRESPONDENCE

2) Letter from Brady Holwell, 771 Logy Bay Road re: Sponsorship Request. **Moved K.Todhunter/A.Boland**: Resolved that Council approve the amount of $250.00 to the Northeast Junior Eagles Hockey Team. In favour 5. Carried. Town staff will inform Mr. Holwell of the aforementioned.


4) Memo from Janet Roff, Community Program Coordinator and Outreach Officer re: Operation Christmas Child. **Moved K.Todhunter/J.Rose**: Resolved that Council participate in the program and approve a maximum of up to $2000.00 for the shipping fees for Operation Christmas Child. In favour 5. Carried.

5) Memo from the Department of Municipal Affairs and Environment re: 2018 Municipal Budget Form. Information Only.

6) Letter from Megan Nichols, Department of Fisheries and Land Resources re: Subdivision Application. Information Only.

7) Memo from Sean Martin, Municipal Assessment Agency Inc. re: Avalon Region Director. Nomination forms are attached if any Councillor is interested in running for the Avalon Region Director position.

8) Residential Concern re: Goats and Chickens Roaming on Walsh's Road. Town staff will review the regulations and advise accordingly.

9) Jack Byrne Arena re: Board Meeting. The upcoming meeting is scheduled for December 14, 2017 at the arena.

10) Mayor's Meeting re: Town of Bauline. Mayor Hickey will attend on behalf of Council.


12) Memo from Linda Sagmeister, 24 Stack's Lane re: Japanese Knotweed. The Public Works Committee will meet to discuss a process for the removal of Japanese Knotweed from town property.

APPLICATIONS

14) Robert and Heather Woodland, 41 Doran’s Lane re: Detached Garage. Moved A.Boland/K.Todhunter: Resolved that Council approve the application for a 24’ x 24’ garage utilising Section 10 of the town development regulations with a setback of twenty feet from the front line. In favour 5. Carried.

15) Arman Mirchandani, 20 Ivy’s Way re: Single Family Dwelling with Attached Garage. Moved A.Boland/K.Todhunter: Resolved that Council approve the Single Family Dwelling with Attached Garage with a 45 metre setback as recommended by Service Newfoundland and Labrador, subject to Service Newfoundland and Labrador approval and all compliance with all other town regulations. In favour 5. Carried.

16) Joseph Hartery, 6 Red Cliff Road re: Detached Garage. It was a decision of Council to forward the application to the adjacent property owners and forward the application to the Planning and Development Committee for review.

Councillor Power arrived at 8:00pm

17) Leon House, 157 Lower Road re: Detached Garage. It was a decision of Council to forward the application to the adjacent property owners and forward the application to the Planning and Development Committee for review.

FINANCES

Cheques issued from September 18, 2017 to October 6, 2017 were reviewed.

Quikstat and expense/income reports issued to October 6, 2017 were reviewed.

BILLS TO BE PAID


COMMITTEE REPORT

20) Administration and Finance re: Motion. The committee will investigate if a motion is required to approve the Cheques Issued, Quikstat and Expense/Income Reports which are tabled at each Council meeting.
21) Communications and Public Engagement re: Meeting. The committee will meet to discuss communication items.

22) Planning and Development re: Town Plan Review. The committee will schedule meetings to discuss the Town Plan Review.


24) Public Works re: Justina Centre – Steel Doors. Moved K.Todhunter/B.Power: Resolved that Council approve the supply and installation of steel doors for three exterior doors at the Justina Centre to be completed by Dave Peet Siding and Renovation in the amount of $ 6296.25. In favour 6. Carried.

25) Mayors’ Meeting re: Council Invitations. All Council members are invited to the initial Mayors’ Meeting in Bauline as a networking meeting with the new Councils of the Northeast Avalon. Town staff will forward an invite to all of Council of the aforementioned meeting.

NEW BUSINESS


27) Motion to Accept re: New Building Canada Fund. Moved B.Power/B.Roche: Resolved that the town is acknowledging acceptance of the funding under the New Building Canada Fund, Small Communities Fund, Project 17-SCF-18-0004 for a total project cost of $ 331315.00 and a cost shared ration of 50% to be contributed by the town and 50% to be contributed from the provincial and federal government. In favour 6. Carried.


29) Bus Shelter re: O’Brien Place. Councillor Power will investigate the possibility of a bus shelter on private property.

31) Christmas Supper re: Council and Staff. **Moved B.Power/B.Roche**: Resolved that Council approve the amount of $4000.00 for the Christmas supper event which includes the meal, beverages and transportation costs. In favour 6. Carried.

**NOTICE OF MOTION**

32) **Deputy Mayor Boland** gave notice, that at a future meeting of The Town Council of Logy Bay-Middle Cove-Outer Cove, bring forward a motion for council to refrain from accepting subdivision proposals, subdivision applications and applications to rezone lands for subdivision purposes until the following key items have been completed or concluded to council’s satisfaction:

- The Community Traffic Study currently underway
- The Community Ground Water Study currently underway
- The adoption of the proposed Town Plan and Development Regulations that are under review, including the Municipal Engineering Residential Subdivision Standards and associated Subdivision Agreements.

33) **Deputy Mayor Boland** gave notice, that at a future meeting of The Town Council of Logy Bay-Middle Cove-Outer Cove, bring forward a motion for council to control and name all future streets, subject to a review and acceptance of the street name by the St. John’s Regional Fire Department.

**Moved J.Rose/B.Power**: Resolved that the Council meeting be adjourned at 9:15pm. In favour 6. Carried.
Town of Logy Bay-Middle Cove-Outer Cove
Special Council Meeting
October 15, 2017
2:01 pm

IN ATTENDANCE

Mayor Bert Hickey
Deputy Mayor Andrew Boland
Councillor Bradley Power
Councillor Brian Roche
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager

REGRETS

Councillor James Cadigan
Councillor James Rose

PROCEEDINGS

Moved K.Todhunter/B.Power: Resolved that the agenda of a special meeting held on October 15, 2017 be adopted as circulated, corrected or amended. In favour 5. Carried.

SNOW CLEARING/ICE CONTROL


ADJOURNMENT

Moved B.Power/K.Todhunter: Resolved that the meeting be adjourned at 2:15pm. In favour 5. Carried.

Adele Carruthers
Town Clerk/Manager

Bert Hickey
Mayor
Town of Logy Bay-Middle Cove-Outer Cove
Special Council Meeting
October 18, 2017
5:45 pm

IN ATTENDANCE

Mayor Bert Hickey
Deputy Mayor Andrew Boland
Councillor James Cadigan
Councillor Brian Roche
Councillor James Rose

Adele Carruthers, Town Clerk/Manager

REGRETS

Councillor Bradley Power
Councillor Karen Todhunter

PROCEEDINGS

Moved J.Cadigan/B.Hickey: Resolved that the agenda of a special meeting held on October 18, 2017 be adopted as circulated, corrected or amended. In favour 5. Carried.

TOWN PLANNING

Moved A.Boland/J.Cadigan: Resolved that the town conclude business with the current external planning consultants and commence the process of a new, town focused planning model. In favour 5. Carried.

ADJOURNMENT

Moved J.Cadigan/B.Roche: Resolved that the meeting be adjourned at 6:55pm. In favour 5. Carried.

Adele Carruthers
Town Clerk/Manager

Bert Hickey
Mayor
Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
October 30, 2017
6:45 pm

IN ATTENDANCE

Mayor Bert Hickey
Deputy Mayor Andrew Boland
Councillor James Cadigan
Councillor Brian Roche
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS

Councillor Bradley Power

PROCEEDINGS

Moved J.Cadigan/B.Roche: Resolved that the agenda of a regular meeting held on October 30, 2017 be adopted as circulated, corrected or amended with the removal of application 6a. In favour 6. Carried.

Moved K.Todhunter/J.Rose: Resolved that the minutes of a regular meeting held on October 10, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved K.Todhunter/J.Rose: Resolved that the minutes of a special meeting of Council (snow clearing/ice control) held on October 15, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

BUSINESS ARISING

1) Residential Concern re: Roaming Livestock. Town staff will advise the resident to apply to Council to house livestock on his property.
CORRESPONDENCE

2) Moved J.Cadigan/J.Rose: Resolved that the minutes of a special meeting of Council (town planning) held on October 18, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

3) Letter from Ed Grant, Eastern Regional Service Board re: Board of Directors Elections. Information Only.

4) Memo from Peter Gulliver, 598 Logy Bay Road re: Construction Dust. As per #8 October 30, 2017 Council Minutes.


7) Letter from Anna Patten and Stefan Hancock, 594 Logy Bay Road re: Construction Dust. Moved K.Todhunter/J.Rose: Resolved that Council approve a one-time payment of $500.00 to both Anna Patten and Peter Gulliver for the inconvenience of excess dust debris that occurred in relation to both their dwellings, vehicles and property from the adjacent road construction project, with an accompanying signed agreement. In favour 5. Councillor Rose Against. Carried.


10) Memo from Ashley Burke, Multi Materials Stewardship Board re: 2017 Community Waste Diversion Fund. The Public Works Committee will review the aforementioned information.

APPLICATIONS

12) Michael and Ashley Gough, 5-9 Red Cliff Road re: Single Family Dwelling. **Moved J.Cadigan/A.Boland:** Resolved that Council approve the demolition (sixty days after occupancy) of an existing dwelling and the construction of a new dwelling utilising section 10 of the town development regulations subject to Service Newfoundland and Labrador approval and compliance with town regulations. In favour 6. Carried.

13) Glenn Byrne, 11 Ivy's Way re: Single Family Dwelling. **Moved A.Boland/B.Roche:** Resolved that Council approve the application for a single family dwelling with a setback to a maximum of 45m subject to Service Newfoundland and Labrador approval and pencing compliance with town regulations. In favour 6. Carried.

14) Lorne Stokes, 642 Logy Bay Road re: Commercial Extension to Building. **Moved J.Cadigan/A.Boland:** Resolved that Council approve the development application (extension) in principle with the following conditions: adherence to all town development regulations and a permit from the town to begin construction will not be issued until the following approvals/permits are received by the Town, being all applicable approvals and permits from the Department of Engineering and Inspection Services at Service Newfoundland and Labrador including electrical permit from Service Newfoundland and Labrador with a septic review and approval from Service Newfoundland and Labrador and any other applicable regulations surrounding commercial buildings. In favour 6. Carried.

**FINANCES**

Cheques issued from October 10, 2017 to October 27, 2017 were reviewed.

Quikstat and expense/income reports issued to October 27, 2017 were reviewed.

**BILLS TO BE PAID**


16) Dexter Construction Company Limited re: Murphy's Turn/Pine Line Projects $ 122810.42. **Moved B.Roche/J.Cadigan:** Resolved that Council approve payment of the invoice including the holdback. In favour 6. Carried. Town staff will ensure that a Letter of Good Standing is received from Workplace NL prior to any construction projects located within the Town.

17) Roger Coombs & Associates Professional Corp. re: Professional Services $ 12075.00. **Moved B.Roche/J.Cadigan:** Resolved that Council approve payment of the invoice in full. In favour 6. Carried.
COMMITTEE REPORTS

18) Planning/Development re: Subdivision Development. Moved A.Boland/J.Cadigan: Resolved that Council refrain from accepting subdivision proposals, subdivision applications and applications to rezone lands for subdivision purposes until the following key items have been completed or concluded to council’s satisfaction:

The community Traffic Study currently underway

The community Ground Water Study currently underway

Council approved documents ready to be submitted to Municipal Affairs for final sign off including the new Town Plan and Development Regulations and associated documents such as the Municipal Engineering Residential Subdivision Standards and Subdivision Agreements. In favour 6. Carried.

19) Planning/Development re: Interim Planner. Moved A.Boland/J.Cadigan: Resolved that the Town obtain short term interim Planning Services from a suitable, experienced planner until a long term, Town focused planning model has been determined. The suitability of the planner shall be in consultation with the Planning and Development Committee, the Finance and Administration Committee and the Town Manager. In favour 6. Carried.

20) Waste Management re: Garbage and Recycling. Public Works will review the contract for possible renewal for fiscal year 2018 and make a recommendation to Council.

Councillor Rose left the meeting at 8:45pm

NEW BUSINESS

NOTICE OF MOTION

Moved K.Todhunter/J.Cadigan: Resolved that the Council meeting be adjourned at 9:00pm. In favour 5. Carried.

Adele Carruthers
Town Clerk/Manager

Bert Hickey
Mayor
Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
November 20, 2017
6:30 pm

IN ATTENDANCE

Mayor Bert Hickey
Deputy Mayor Andrew Boland
Councillor James Cadigan
Councillor Bradley Power
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS

Councillor Brian Roche

PROCEEDINGS

Moved B.Power/J.Cadigan: Resolved that the agenda of a regular meeting held on November 20, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved J.Cadigan/K.Todhunter: Resolved that the minutes of a regular meeting held on October 30, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Moved B.Power/J.Cadigan: Resolved that the minutes of a special meeting of Council (Operation Christmas Child) held on November 7, 2017 be adopted as circulated, corrected or amended. In favour 6. Carried.

Emma Smart was awarded a cheque for $1000.00 for ranking first place in the Ray Bonia Memorial Scholarship Awards
BUSINESS ARISING

CORRESPONDENCE

(1) Letter from Heather Tizzard, Department of Municipal Affairs and Environment re: War Memorial. Information Only.


(3) Letter from Michael Duffy, Duffy Law Office re: Round Table on Economic Development. Information Only.


(7) Memo from Sean Martin, Municipal Assessment Agency Inc. re: Fee Reduced for 2018. Information Only.

(8) Memo from Cabot Community Business Development Corporation re: Services Available. Town staff will place the information on the town website.

APPLICATIONS

(9) Nick Thorne, 50-54 Barnes Road re: Single Family Dwelling. Moved J.Cadigan/A.Boland: Resolved that Council approve the application for a single family dwelling with a ten percent variance on the lot size subject to Service Newfoundland and Labrador approval and compliance with all other town regulations. In favour 6. Carried.

(10) Dieter Staibitzer, 15-25 Snow's Lane re: Single Family Dwelling (Parcel A). Moved J.Cadigan/A.Boland: Resolved that Council approve the application in principle for a single family dwelling subject to Service Newfoundland and Labrador approval and compliance with all other town regulations. In favour 6. Carried.
(11) Dieter Staubitzer, 15-25 Snow's Lane re: Single Family Dwelling (Parcel B). **Moved J.Cadigan/A.Boland:** Resolved that Council approve the application in principle for a single family dwelling subject to Service Newfoundland and Labrador approval and compliance will all other town regulations. In favour 6. Carried. Town staff will add "conditional approval" under the category of type of permit requested to our development application. In favour 6. Carried.

**FINANCES**

Cheques issued from October 30, 2017 to November 17, 2017 were reviewed.

Quickstat and expense/income reports issued to November 17, 2017 were reviewed.

**BILLS TO BE PAID**

**COMMITTEE REPORTS**

(12) Administration and Finance re: Administrative Support. **Moved B.Power/A.Boland:** Resolved that Council extend Karen Stacey in her position as support for TownSuite implementation as well as administrative support until March 31, 2018. In favour 6. Carried.

(13) Planning and Development re: Town Planner. **Moved A.Boland/J.Cadigan:** Resolved that Council engage a planner, on contract, to provide municipal planning services to the Town to address backlog and immediate issues Council has in relation to planning. In favour 6. Carried.

(14) Public Works re: Mailbox Relocation. Town staff will consider obtaining professional advice for the location of the mailboxes on Logy Bay Road near Murphy’s Lane.


(16) Recreation and Community Events re: Breakfast with Santa. Town staff will review the possibility of adding an additional date for Breakfast with Santa and in the future schedule ticket sales after regular work hours.

(17) Safety and Emergency Planning re: Dry Hydrant Signage. Town staff will remove the dry hydrant sign located on Lower Road. Councillor Rose will contact St. Francis of Assisi School regarding St. John's Regional Fire Department having access to the dry hydrant located at the school.
NEW BUSINESS

(18) AFN Engineering Inc. re: Beach Planning. **Moved B.Power/J.Cadigan:**
Resolved that Council approve a study in the amount $5000.00 (plus taxes) for a preliminary development plan for Outer Cove Beach with respect for a launch way and surrounding beach development with council being involved in the development of the terms of reference for the aforementioned. In favour 6. Carried.

(19) Email Marketing re: Constant Contact. **Moved B.Power/K.Todhunter:**
Resolved that Council purchase an annual subscription to Constant Contact for town use only at a cost of $59.50 per month. In favour 6. Carried. Town staff will place a notice on social media regarding the aforementioned.

NOTICE OF MOTION

(20) Deputy Mayor Boland gave notice, that in a future council meeting, a motion will be brought forward that the Town begin the process of becoming a member of SAM – Stewardship of Municipalities Inc., to gain insight and knowledge and to better manage our sensitive wetlands, coastal areas and wildlife habitation areas within the Town.

**Moved B.Power/J.Cadigan:** Resolved that the Council meeting be adjourned at 8:41 pm. In favour 6. Carried.

Adele Carruthers
Town Clerk/Manager

Bert Hickey
Mayor
Town of Logy Bay-Middle Cove-Outer Cove
Special Council Meeting
November 27, 2017
5:30pm

IN ATTENDANCE

Mayor Bert Hickey
Deputy Mayor Andrew Boland
Councillor Brian Roche
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager

REGRETS

Councillor James Cadigan
Councillor Bradley Power

2018/2019 MUNICIPAL CAPITAL WORKS FUNDING PROGRAM

Moved A. Boland/B. Roche: Resolved that the Town support all three projects for submission in the 2018/2019 MCW Funding Program:

(1) The Logy Bay Road and Snow’s Lane Intersection Upgrade
(2) The Community/Recreation Centre Upgrades
(3) Generators for the Town Hall and Community Centre

For a total project cost of $1,725,320.00 HST extra and with the intention of the town to secure a loan for the town’s financial portion of the project. In favour 5. Carried.

ADJOURNMENT

The meeting concluded at 7:00pm

[Signatures]

Adele Carruthers
Town Clerk/Manager

Bert Hickey
Mayor
Town of Logy Bay-Middle Cove-Outer Cove
Regular Council Meeting
December 11, 2017
6:30 pm

IN ATTENDANCE

Mayor Bert Hickey
Deputy Mayor Andrew Boland
Councillor James Cadigan
Councillor Bradley Power
Councillor Brian Roche
Councillor James Rose
Councillor Karen Todhunter

Adele Carruthers, Town Clerk/Manager
Elizabeth Whitten, Finance and Administrative Officer
Wayne Langille, Administrative Support Clerk

REGRETS

PROCEEDINGS

Moved J.Cadigan/K.Todhunter: Resolved that the agenda of a regular meeting held on December 11, 2017 be adopted as amended adding the Krista Griffin Business Permit Request. In favour 7. Carried.

Moved J.Cadigan/J.Rose: Resolved that the minutes of a regular meeting held on November 20, 2017 be adopted as corrected. In favour 7. Carried.

Moved B.Roche/K.Todhunter: Resolved that the minutes of a special meeting of Council (2018/2019 Municipal Capital Works Program) held on November 27, 2017 be adopted as circulated. In favour 7. Carried.

BUSINESS ARISING

CORRESPONDENCE

(2) Logy Bay-Middle Cove-Outer Cove Development Association re: Community Garden Site Proposal. **Moved B.Power/J.Cadigan:** Resolved that Council approve the rear section of Nageira Crescent playground for a Community Garden Site with proper lighting and security measures in place. In favour 7. Carried.

(3) Letter from James Cadigan: The Outer Cove Rowing Crew 2018 Fundraiser re: Waiving of Rental Fee Justina Centre on December 31, 2017. **Moved B.Power/B.Roche:** Resolved that Council approve the waiving of the rental fee for the aforementioned event. In favour 7. Carried.


(5) Memo from Martin Roff, 8 Klondyke Road re: Invitation to Support – RBC Falcons Pee Wee A Hockey Team. **Moved B.Power/K.Todhunter:** Resolved that Council approve a donation of $ 50.00 to Jorja Roff as a member of the RBC Falcons Pee Wee A Hockey team. In favour 7. Carried.

(6) Memo from Betty Moore, Municipal Assessment Agency Inc. re: Update. Information Only.

**APPLICATIONS**

(7) Krista Griffin, 5 Tantam Place re: Business Permit Request. **Moved A.Boland/J.Cadigan:** Resolved that Council approve the application for a home based business subject to notification of the adjacent property owners for feedback on the application. Any feedback received to be forwarded to the Planning and Development Committee. In favour 7. Carried. Town staff will develop an application for businesses.

**FINANCES**

Cheques issued from November 20, 2017 to December 8, 2017 were reviewed.

Quikstat and expense/income reports issued to December 8, 2017 were reviewed.

(8) On Call Budget re: 2017. Town staff will provide Councillor Rose with the total expenditures for casual public works employees.

(9) 2017 Property Taxes re: Quickstat Reports. Town staff will inquire in conjunction with the Administration and Finance Committee clarification on the quickstat reports.
BILLS TO BE PAID


COMMITTEE REPORTS


(15) Public Works re: Outer Cove Road Parking. Town staff will place barricades in the no parking area on Outer Cove Road near St. Francis of Assisi School for the upcoming Christmas Concert. Mayor Hickey will discuss with the parish council the problem of parking along Outer Cove Road in front of the school during church services and to discuss possible solutions to the problem. Councillor Roche will discuss with the principal of St. Francis of Assisi School the parking issue during concerts, sporting events as well as regular school days and to discuss possible solutions to the problem.

(16) Recreation and Community Events re: Meeting. The committee will meet December 12, 2017 with the Festival of Friends Focus Group to discuss new ideas and changes to the annual Festival of Friends.

(17) St. Francis of Assisi School re: Food Drive. Town staff will assist at the Food Drive scheduled for December 15, 2017 at St. Francis of Assisi School. The Community Coordinator and Outreach Officer will be present at the Food Drive to take photos and place them on town social media.

(18) Safety and Emergency Planning re: Regional Meeting. St. John’s Regional Fire Department will meet with the committee to discuss water access, use of dry hydrants and other items of interest.
(19) Safety and Emergency Planning re: Outer Cove Road. The Communications and Public Engagement Committee will initiate a focus group facilitated by Tom Clift regarding the safety of Outer Cove Road with the stakeholders being the school, parish, and area residents.

(20) IPad/Surface/Laptop re: Replacements. Councillor Power will forward the cost for the replacement of IPads to town staff as part of the 2018 budget.

(21) Mayoral and Deputy Mayoral re: Council Service. Mayor Hickey publicly thanked both former Mayor, John Kennedy and Deputy Mayor, Craig Dyer for their twelve years of service to the town.

NEW BUSINESS

NOTICE OF MOTION

Moved B.Power/J.Cadigan: Resolved that the Council meeting be adjourned at 8:30pm. In favour 7. Carried.

Adele Carruthers
Town Clerk/Manager

Bert Hickey
Mayor