



Public Council Meeting
Tuesday, August 15, 2017 at 5:00 pm
Location: Council Chambers

1. Call of Meeting to order
2. Adoption of Agenda for August 15, 2017
3. Delegations/Presentations
 - Canada Games participants
4. Adoption of Minutes of August 1, 2017
5. Business Arising from Minutes
6. Committee Meeting Reports
 - a) Planning & Development Committee – Agenda:
 - Applications:
 - 1) Civic # 32 Franklyn Place – Single Dwelling
 - 2) Civic # 5 Rosemary Rise – Accessory Building
 - 3) Civic # 717-719 Indian Meal Line – Communications Tower
 - 4) Civic # 1543-1549 Thorburn Road – Patio/Deck
 - Permits Issued:
 - 5) Permits issued from July 21st to August 3rd, 2017
 - b) Recreation/Community Services Agenda:
 - No meeting held
 - c) Public Works Agenda:
 - 1) Compact Diesel Tractor – Tender PCSP-2017-003
 - 2) Portugal Cove Sidewalk Project
 - 3) Thorburn Road/Dogberry Hill Road Sidewalk Project Update
 - 4) Water Loss Control Program Request for Proposals (RFP)
 - 5) Town Depot, Concept Design & Delivery Model – Update
 - 6) Lift Station Maintenance – Beachy Cove Café Lift Station
 - 7) Discussion Items
 - i. Traffic Study Request
 - ii. Speed Sign Information
 - iii. Town Vehicle Speeds
 - iv. Bennetts Road Boat Launching

d) Economic Development, Marketing & Communications Agenda:

- Meeting to be held August 14, 2017

e) Protective Services Agenda:

- 1) Resident Proposal
- 2) Commissionaires – Municipal Enforcement
- 3) FES Updates
- 4) Red Cross Community Preparedness
- 5) Jake Brakes Thorburn Road
- 6) First Responders Assistance Program

f) Administration and Finance Agenda:

- 1) Accounts for Payment
- 2) Opened Tenders disclosure
- 3) Access to Information updates
- 4) Water metering project
- 5) Risk management and floodwater studies
- 6) Request from Charity
- 7) Water and sewer communication

g) Other Reports

7. Correspondence

- Correspondence received from July 31 to August 11, 2017

8. New/General/Unfinished Business

- Red Show Crew Walk for Families

9. Agenda items/Notice of Motions etc.

10. Adjournment



DELEGATIONS / PRESENTATIONS



MINUTES



TOWN OF PORTUGAL COVE-ST. PHILIP'S

August 1, 2017

Regular Public Council Meeting - 5:00 p.m.

IN ATTENDANCE:

Mayor

Deputy Mayor

Councillors:

Moses Tucker

Gavin Will

Dave Bartlett

Norm Collins

Johnny Hanlon

Town Manager, Acting/Director of Financial Operations

Tony Pollard

Director of Rec & Community

Dawn Sharpe

Planning Coordinator

Les Spurrell

Deputy Town Clerk

Claudine Murray

Mayor Tucker called the meeting to order and welcomed the gallery of 9 persons in attendance for the meeting noting regrets from Councillor Butler and Councillor Facey.

ADOPTION OF AGENDA

Motion: Will/Collins

2017-350 Resolved that the agenda dated August 1, 2017, be adopted as circulated with an amended Administration and Finance report.

Carried Unanimously

DELEGATIONS/PRESENTATIONS

- None for this meeting.

ADOPTION OF MINUTES

Motion: Will/Bartlett

2017-351 Resolved that the minutes of July 18, 2017 be adopted as circulated.

Carried Unanimously

BUSINESS ARISING

- Dogberry Hill Road sidewalk project -is substantially complete. Line painting and reinstatement left to do.
- Nearys Pond Road project - is 25% complete and expect Early October will be complete
- Healeys Pond intersection – drawings are done and specs will be completed next week and will then be ready to go to tender.
- Newberry Street paveways – contracts have been signed and is expected to start in 2 weeks.
- Portugal Cove sidewalks – received permits from Transportation and Works this week. They are waiting on clearances from NL Power, Aliant and Rogers.
- Meadow Heights project – working on a lay down area for the pipes. Expected to start some activity next week and official startup will be 2 weeks after that. It will take 5 months to complete the project and there is some possibility that it may be late in the year for the paving to take place. We have approval from Municipal Affairs to move that project into the new year should we need to lay the final lift of asphalt.
- Water meter project – Director of Financial Operations sat with Vigilant and Municipal Affairs last week to go through an RFP proposal evaluation. He forwarded the information to Council and will be brought back to committee for discussion. Eventually we will need a motion of Council to award that contract.
- The lighting of the fields – The bases are poured now for the lighting of the softball field and the soccer field, just waiting for them to be cured. The poles are due to go up next week. The lights are already here. So it's going to be about 3 three weeks, or close to the end of August, before finishing that.
- The soccer field- they are presently removing the fence by the school and they are going to reuse whatever reusable portions there are to replace the upper portions of the part near the parking lot that was damaged during the winter by the snow. The turf will be here August 14th as will be Turf Master and they will be approximately 4 weeks to complete that project once it's here.
- Batting cages at Voisey's Brook – are being installed next week.
- The Auditor Services RFP will be in the paper this coming Saturday from the 12th to the 25th of August.
- Letter to Nick Whalen - Was forwarded last week and in reference to particular project, Drover Heights project, conversation with Municipal Affairs looks like they are on board with the recommended project. Not sure what the final dollars or contributions will be from Municipal Affairs and the Feds on that project.

- The first meeting for the Provincial Municipal Capital Asset Management Joint Technical Committee was held. The Director of Financial Operations served on that committee with DMAE, MNL and PMA.

COMMITTEE REPORTS

Planning & Development Report of July 25, 2017 – presented by Councillor Collins

1. Civic # 1767A Portugal Cove Road – Raise Dwelling, Subsidiary Apartment & Weeping Tile

Motion: Collins/Bartlett
2017-352 Resolved that the application to raise an existing dwelling, construct a subsidiary apartment and install weeping tile at Civic # 1767A Portugal Cove Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimous

2. Civic # 12 Kittiwake Place – Accessory Buildings

Motion: Collins/Will
2017-353 Resolved that the application to construct two accessory buildings at Civic # 12 Kittiwake Place be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimous

3. Civic # 10 Prince George Drive – Accessory Building

Motion: Collins/Bartlett
2017-354 Resolved that the application to construct an accessory building at Civic # 10 Prince George Drive be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimous

4. Civic # 79-97 Tuckers Hill Road – Patio/Deck

Motion: Collins/Will
2017-355 Resolved that the application to construct a patio/deck at Civic # 79-97 Tuckers Hill Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimous

5. Civic # 34-36 Mitchells Pond Place - Wharf

Motion: Collins/Bartlett
2017-356 Resolved that the application for a wharf at Civic # 34-36 Mitchells Pond Place be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimous

6. Civic # 49-51 Round Pond Road - Wharf

Motion: Collins/Hanlon
2017-357 Resolved that the application for a wharf at Civic # 49-51 Round Pond Road be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimous

7. Civic # 1056-1080 Indian Meal Line - Landscaping

Motion: Collins/Bartlett
2017-358 Resolved that the application for landscaping at Civic # 1056-1080 Indian Meal Line be granted approval in principle as per Appendix A: Tabled Report.
Carried Unanimous

Note: Mayor Tucker left the Council meeting prior to the reading of Item #8

8. Civic # 317 Bennetts Road – Proposed Street Name

Motion: Collins/Bartlett
2017-359 Resolved that “Moses Place” be used within the Moses Tucker Residential Subdivision off Bennetts Road.
Carried Unanimous

Note: Mayor Tucker returned to the meeting after discussion of Item # 8.

9. Civic # 17-19 Hibbs Place – Condition of Building

Motion: Collins/Will
2017-360 Resolved that Council revoke Motion # 2017-331 where Council was to hire a restoration company to secure the safety of the site by securing access to the building and securely storing the building materials on-site at Civic # 17-19 Hibbs Place as the property owner has completed the required work.
Carried Unanimous

10. Civic # 6 Eileen Place – Development without Permit

Motion: Collins/Will
2017-361 Resolved that Council place a Removal Order on an accessory building at Civic # 6 Eileen Place which was constructed without a permit from the Town.
Carried Unanimous

11. Outstanding Orders

The Committee completed a review of Removal Orders that are currently outstanding and identified a number that had been complied with to the satisfaction of the Town years ago but had not been revoked through Motion of Council. AS these Orders are no longer active on the properties and since the work has been completed, the Committee recommends the following motion:

Motion: Collins/Bartlett
2017-362 Resolved that Council revoke Removal Orders as per Appendix A: Tabled Report.
Carried Unanimous

12. Permits Issued

There were twenty four (24) permits issued from July 6th to July 20th, 2017 as per Appendix A: Tabled Report.

Recreation & Community Report of July 25, 2017 - presented by Councillor Bartlett

1. Lifestyle Centre

The Recreation Committee met with Grant Horwood, Vice President of Vigilant to discuss the next steps to further the Lifestyle Centre project. Mr. Horwood will provide a short list of architects for the Town to engage to provide proposals. The Committee will then recommend an architect to provide a detailed conceptual design for the purpose of submitting funding applications.

2. Sports Coordinator- Contact Extension

Nick Miller, Sports Coordinator with the Recreation Department discussed the role that he played throughout the year and the positive outcomes that were accomplished. Details of some of the measurable are attached. Due to the fact that one of the largest factors that did not allow the Sports Coordinator position to see its full potential was the fact that the Rainbow Gully Soccer Pitch was under construction for the summer. With the field in full capacity, as well as the addition of lights to the Rainbow Softball Pitch, it is anticipated that the revenue potential would be 50% higher. For this reason the Recreation Committee would like to make the following recommendation:

Motion: Bartlett/Hanlon
2017-363 Resolved that Council extend the Sports Coordinator position for one year to ensure that staff has the opportunity to work with the facilities at their full capacity.
Carried Unanimous

3. Indian Meal Line – ROW

Committee held discussions regarding the land on Indian Meal Line that accesses the Walking Trails in Voisey's Brook Park. Committee will continue to explore the options for ROW to the trail system.

4. AV Equipment

The Recreation Director obtained 3 quotes for a portable projector and a wireless microphone. Recreation Committee reviewed the quotes and would like to make the following recommendations:

Motion: Bartlett/Hanlon
2017-364 Resolved that Council purchase a portable projector from Tucker Electronics for the amount of \$1470.50 + HST.
Carried Unanimous

Motion: Bartlett/Hanlon

- 2017-365 Resolved that Council purchase a wireless microphone from Tucker Electronics for the amount of \$459.00 + HST.
Carried Unanimous

5. Outdoor Grill

The Recreation Department obtained quotes for an Outdoor Grill. Recreation Committee reviewed the quotes and would like to make the following recommendations:

- Motion: Bartlett/Hanlon
2017-366 Resolved that Council purchase a Charbroiler, Gas, Outdoor Grill from Big Erics in the amount of \$3742.78 taxes included.
Carried Unanimous

6. Community Grants

After reviewing the Community Grant Applications, the Committee would like to put forward the following recommendations:

- Motion: Bartlett/Hanlon
2017-367 Resolved that Council donate \$100.00 to Brianna Butler to assist with her travels to Winnipeg, Manitoba from July 28th to August 5th with the U17 Team NL Canada Games Team.
Carried Unanimous
- Motion: Bartlett/Hanlon
2017-368 Resolved that Council donate prizes and staff resources to the Jacobs Landing Street Party organized by Heather Rowe.
Carried Unanimous

Public Works Committee Report of July 26, 2017 - presented by Councillor Bartlett

1. Manager, Streets, Fleet and Waste Management

Dwayne Abbott was introduced as the Town's new Manager of Streets, Fleet and Waste Management. Mr. Abbott will be responsible for the management of the day-to-day operations of the Streets, Fleet and Waste Management Division of Public Works. Specifically, he will oversee:

- roads maintenance, snow clearing/ice control and traffic management operations;
- fleet acquisition, disposition and maintenance; and,
- garbage and recycling collection and disposal.

Mr. Abbott brings to the Town extensive experience in the fields of public works, civil construction and heavy equipment training and operation. He has been employed in municipal operations management for the past 20 years, having worked the majority of that time with the City of St. John's. Mr. Abbott has been involved in the development and implementation of various trade training programs specific to Heavy Equipment Operation and has significant knowledge and expertise in occupational health and safety standards as it relates to the public works field. We are pleased to welcome Mr. Abbott to our team.

2. Mini Excavator & Trailer – Tender PCSP-2017-002

Two bids were received in response to the tender for a mini excavator and trailer. This piece of equipment was budgeted for the Water and Wastewater Division to support maintenance and repair activities. NL Kubota was the lowest, qualified bidder.

Motion: Bartlett/Collins

2017-369 Resolved that the mini excavator and trailer tender PCSP-2017-002 be awarded to the lowest, qualified bidder, NL Kubota, at a cost of \$75,072 HST included.

Carried Unanimous

3. Town Depot – Concept Design & Delivery Model

Committee was presented with a project flow process outlining milestone steps for the development of a new Town Depot. Vigilant Management will be the Town's project managers on this project. Staff is seeking approval to move forward with the development of a project charter, budget and space planning requirements on the flow chart. This is a budgeted item for 2017. The flow chart is included as part of the Committee report.

Motion: Bartlett/Will

2017-370 Resolved that approval be given for the development of a project charter, budget and space planning requirements for a new Town Depot and the associated project management fees (Vigilant Management) of \$10,000 plus HST.

Carried Unanimous

4. DISCUSSION ITEMS

a) Compact Diesel Tractor Tender PCSP-2017-003 – under review by staff

b) Correspondence, Minister, Transportation & Works – Committee requested a letter be prepared on behalf of Council to the Minister thanking him for the expedient response to the Town's request for repairs to provincial roads within its municipal boundaries. This has been referred to the Town's communications staff for action.

Economic Development, Marketing & Comm.

- No meeting held

Protective Services Committee Report of July 25, 2017 – presented by Councillor Hanlon

1. Commissionaires – Municipal Enforcement

The Committee reviewed the report as provided by the Municipal Enforcement Officer. This report has been tabled as Appendix A.

The MEO has been working closely with the Royal Newfoundland Constabulary (RNC) on a number of issues and they (the RNC) have been very hands on and appreciative of the Municipal Enforcement presence in both communities.

2. FES Updates

- 8 members have expressed interest in attending the Fire Services Convention in August. Funding for their attendance is covered in the budget.

- The Co-chiefs have visited the new school and are in the process of scheduling a walkthrough inspection within the month of August.

3. Lower Thorburn Road Traffic Issues

The Committee discussed the ongoing traffic concerns, including speeding and failure to obey the stop sign, around the lower portion of Thorburn Road. These concerns have been brought to the attention of the Municipal Enforcement Officer. Note: Mayor Tucker added it is important for residents to cut shrubs, e.g. junipers & cedars, away from houses and not store combustible material, e.g. firewood, under porches or patio decks.

4. FireSmart Presentation

On July 11th, Mr. Joe Russell of the Department of Forestry gave a presentation to members of Council and staff on the FireSmart program. FireSmart is a program of information for communities and home owners with regards to preparation in the threat of wildfires. This information will be forwarded to the Planning and Development department. Chief Hollett has offered to meet with the department to assist in this regard.

Note: Further information will be coming from the Fire Department.

5. Burning Regulations and Forest Fire Index

The Co-chiefs have been continuously monitoring the Forest Fire Index throughout the season and will continue to do so. Should the index rating become very high or extreme, the chiefs will consider exercising article 7(b) of the PCSP Open Air Fire Regulations, 2015, and initiate a Town fire ban.

Admin. and Finance Committee Report of July 20, 2017 presented by Deputy Mayor Will

1. Accounts for Payment

Motion: Will/Bartlett
2017-371 Resolved that Council approve payment of regular accounts in the amount of \$26,578.05 and capital accounts in the amount of \$30,378.21 for a total of \$56,956.26 as tabled.
Carried Unanimous

2. Water & Sewer Recovery

The attached Water & Sewer Capital Works Recovery Policy is a consistent approach for cost recovery measures for capital water and sewer infrastructure projects. The Town intends to provide a policy under which citizens are equitably charged local improvement assessments and service levies in order to recover the costs of improving services and infrastructure that benefit those citizens.

During the 2015 budget consultations, Council learned that the cost of providing water service to those that it is available, was greater than what was being received in water taxes. The remainder of the cost was being paid through general tax revenue from all tax payers including those not benefiting from the service. Council heard a dislike of this practice and has adopted the principle that members of the community benefiting solely from services provided by new capital water and sewer infrastructure works should pay a fair share of the project costs. The inverse statement, that those not receiving benefit from a project should not have to contribute toward the cost of the project such as through general taxes, was also adopted.

As most water and sewer capital works projects are cost shared with the Provincial and Federal Governments, it is understood that the costs allocated to the residents would only be a portion of the project cost and will be no more than the Municipal share of the project cost.

Further to a directive from the Committee of the Whole meeting held on July 20th, the following recommendation is being put forward:

Motion: Will/Hanlon
2017-372 Resolved the Water and Sewer Capital Works Recovery Policy, applicable to the installation of new water or sanitary sewer infrastructure, be adopted.
Carried Unanimous

3. Federal Assistance

Committee members had met with MP Nick Whalen to discuss some issues for which it was thought that Federal assistance may be available. One of the topics was discussion around reallocation of funds under the Clean water Waste water funding and the ability to combine unused amounts with Multi Year Capital works funding to go towards Drover Heights water and sewer project.

A letter to MP Whalen was to be drafted highlighting the areas where we would require federal assistance.

Committee of the Whole (COW) Report of July 20, 2017 presented by Councillor Hanlon

Note: Deputy Mayor Will left the Council meeting prior to discussion of item #1.
Deputy Mayor Will left the COW meeting prior to discussion of item #1.

1. Conflict of Interest

On July 12, 2017, Council received correspondence from a resident contending Deputy Mayor Will was in a conflict of interest for reading a Nearys Pond Road project report during a Regular Council Meeting. The Committee of the Whole reviewed the letter, the minutes, and then discussed the topic.

The March 8, 2016 Regular Council Meeting resolved, through a motion 2016-061, that Deputy Mayor Will was in potential conflict for the matter of road reconstruction for Nearys Pond Road. A New/General Business report was written by staff for the December 13, 2016 Regular Council meeting which included a Nearys Pond Road construction matter. Deputy Mayor Will began to read down through the New/General Business report as far as item #2, titled Change Order, up to

the words Nearys Pond Road construction model. After realizing the subject, the Deputy Mayor instantly reminded Council of the ruling in motion 2016-061 and left the room. Councillor Butler continued the report by reading item #2 and Deputy Mayor Will returned to the meeting after item #2 was resolved.

For the record, the audio version of the meeting is no longer available in accordance with the Town's Records Retention policy.

Note: Councillor Collins reminded Council of Municipalities of NL (MNL) offers a Telephone Legal Referral Service program. This free program offers legal assistance to any MNL member by calling Stewart McKelvey Lawyers Advocates for advice.

Motion: Hanlon/Bartlett
2017-373 Resolved the issues outlined in a July 12, 2017 letter from a resident concerning Deputy Mayor Will's possible conflict of interest was reviewed and it is Council's opinion that no obvious breach occurred. No further action is required.
Carried Unanimous

Deputy Mayor Will returned to the COW meeting after discussion of item #1.

Note: Deputy Mayor Will returned to the Council meeting after discussion of item #1.

2. Communications Coordinator

The Committee discussed moving the Communications Coordinator position into a permanent position within the Town. The realities that social media is the most widely used form of business communication and that there will be a need for a communications coordinator were discussed. Reasons for not developing a permanent position at this moment were also discussed, including the in-progress Service Level Review project, which has the possibility of recommending changes to priorities, positions or to the Town's communication systems as a whole.

Therefore, Committee of the Whole agreed to extend the Communications Coordinator contract to February 1, 2018 and so the EDMC Committee will bring forward a recommendation to the next Regular Council meeting.

3. Proposed Cost Recovery Policy for Water and Sewer Projects

A proposal to implement a Cost Recovery policy for water and sewer projects was brought to the Committee of the Whole for discussion. The proposal offers a better way for Council to calculate and distribute costs based on the benefit a home owner will receive from the service area development. The policy allows for an assessment fee for existing lots as well as a levy fee for future development.

Administration and Finance will bring forward a recommendation to adopt the policy to the next Regular Council meeting.

COUNCIL CORRESPONDENCE

RECEIVED	CONTRIBUTOR	REGARDING	DISTRIBUTION
July 6, 2017	Dept. of Municipal Affairs	Response to Mayor's letter expressing concerns regarding the new cost-share ratios introduced in the Multi-Year Municipal Infrastructure Plan	AF Cmte
July 12, 2017	Resident	Conflict of Interest in Council	COW
July 13, 2017	Canadian Mental Health Association	Invitation to support the Tickle Swim for Mental Health	EDMC Cmte
July 13, 2017	Resident	Complaint regarding Bayview Hgts Road	PW Cmte

NEW/GENERAL/UNFINISHED BUSINESS**1. Communications Coordinator from Committee of the Whole presented by Councillor Bartlett**

Further to a directive from the Committee of the Whole meeting held on July 20th, to extend the Communications Coordinator position for 6 months, the following recommendation is being put forward:

Motion: Bartlett/Will
 2017-374 Resolved that Council extend the Communications Coordinator contract to February 1, 2018.
 Carried Unanimous

2. Maggies Place Development update

The development of Maggies Place is an initiative of this Council and of great interest to the residents of PCSP where Maggies Place was selected for a new Depot and new affordable housing. The Town recently received an application from a developer for senior's cottages and single family dwellings. The Town is satisfied the public sector has recognized the exhaustive resident consultations that were undergone, and are still undergoing, met their needs.

3. Canada Games Team

Councillor Bartlett noted there are at least three Portugal Cove-St. Philip's participants attending. Council wishes best of luck to all of the participants.

AGENDA ITEMS/NOTICE OF MOTIONS ETC.

- None for this meeting

ADJOURNMENT

Motion: Will/Collins
2017-375 Resolved that this meeting be adjourned. Time is 5:52 p.m.
Carried Unanimously

Moses Tucker, Mayor

Claudine Murray, Deputy Town Clerk

Appendix A - Planning & Development Report

**Appendix A: Tabled Report
July 25th, 2017**

Applications:

Item # 1:

**Civic # 1767A Portugal Cove Road
Raise Dwelling, Subsidiary Apartment & Weeping Tile
Zoning: Mixed Use (MIX) – Serviced**

The Committee recommends that the application for Civic # 1767A Portugal Cove Road be granted approval in principle, permitting the raising of an existing single dwelling, the construction of a subsidiary apartment, and the installation of weeping tile. Approval in principle is subject to approval from the Department of Municipal Affairs and Environment. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Development Regulation 33 (Notice of Application), Development Regulation 49 (Non-Conforming Use), Development Regulation 60 (Subsidiary Apartments), Development Regulation 102 (Discretionary Uses), Schedule C: Mixed Use, Schedule D: Off-Street Parking Requirements), and Schedule E: Environmental Protection Overlay.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 2:

**Civic # 12 Kittiwake Place
Accessory Buildings
Zoning: Residential Low Density (RLD) – Semi-Serviced**

The Committee recommends that the application for Civic # 12 Kittiwake Place be granted approval in principle, permitting the construction of two accessory buildings. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Development Regulation 39 (Accessory Buildings) and Schedule C: Residential Low Density.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 3:

**Civic # 10 Prince George Drive
Accessory Building
Zoning: Residential Low Density (RLD) – Semi-Serviced**

The Committee recommends that the application for Civic # 10 Prince George Drive be granted approval in principle, permitting the construction of an accessory building. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development

Regulations and all other regulatory bodies of government, specifically Development Regulation 11 (Variances), Development Regulation 12 (Notice of Variance), Development Regulation 39 (Accessory Buildings), and Schedule C: Residential Low Density.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 4:

**Civic # 79-97 Tuckers Hill Road
Patio/Deck
Zoning: Traditional Community (TC) – Unserviced**

The Committee recommends that the application for Civic # 79-97 Tuckers Hill Road be granted approval in principle, permitting the construction of a patio/deck.

The Administrator recommended that this application be rejected as the proposed patio/deck will be located within an identified steep slope area for which development is not permitted in accordance with Schedule E: Environmental Protection Overlay.

Item # 5:

**Civic # 34-36 Mitchells Pond Place
Wharf
Zoning: Residential Low Density (RLD) – Unserviced**

The Committee recommends that the application for Civic # 34-36 Mitchells Pond Place be granted approval in principle, permitting the construction of a wharf. Approval in principle is subject to approval from Fisheries and Oceans Canada, the Department of Fisheries and Land Resources, and the Department of Municipal Affairs and Environment. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Development Regulation 19 (Watercourse and Wetland Protection) and Schedule E: Environmental Protection Overlay.

The Administrator recommended that this application be granted approval in principle.

Item # 6:

**Civic # 49-51 Round Pond Road
Wharf
Zoning: Residential Low Density (RLD) – Unserviced**

The Committee recommends that the application for Civic # 49-51 Round Pond Road be granted approval in principle, permitting the construction of a wharf. Approval in principle is subject to approval from Fisheries and Oceans Canada, the Department of Fisheries and Land Resources, and the Department of Municipal Affairs and Environment. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all

other regulatory bodies of government, specifically Development Regulation 19 (Watercourse and Wetland Protection) and Schedule E: Environmental Protection Overlay.

The Administrator recommended that this application be granted approval in principle.

Item # 7:

**Civic # 1056-1080 Indian Meal Line
Landscaping
Zoning: Mixed Use (MIX) – Unserviced**

The Committee recommends that the application for Civic # 1056-1080 Indian Meal Line be granted approval in principle, permitting landscaping. Approval in principle is subject to approval from Fisheries and Oceans Canada and the Department of Fisheries and Land Resources. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Plan Policy RES-19 (Watercourse and Wetland Protection) and Schedule E: Environmental Protection Overlay.

The Administrator recommended that this application be rejected as the intent of Schedule E: Environmental Protection Overlay is to preserve the environmental integrity of the Town by defining the necessary terms and conditions to protect environmentally sensitive areas from the negative impacts and influences of development. However, in accordance with Schedule E: Environmental Protection Overlay Condition # 3 (Waterbodies), development activity is allowed at Council's discretion.

Discussion:

Item # 11:

Outstanding Orders

The Committee recommends that Council revoke the following 'Removal Orders':

- **Civic # 20-30 Coadys Road (Motion # 2011-114);**
- **Civic # 10-12 Hilltop Lane (Motion # 2011-122);**
- **Civic # 1059-1061 Indian Meal Line (Motion # 2013-080);**
- **Civic # 44-46 Beachy Cove Road (Motion # 2012-299);**
- **Civic # 1-5 Conatti Place (Motion # 2014-161);**
- **Civic # 75-85B Round Pond Road (2014-287), and;**
- **Civic # 131-137 Bennetts Road (Motion # 2015-268).**

Permits Issued:

Item # 13:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	17-190	07/07/2017		Summerwood Place	Road Work & Sewer Stub
2	17-191	07/07/2017	43-47A	Anglican Cemetery Road	Carport
3	17-192	07/07/2017	46-48	Woodland Drive	Backfilling/Landscaping
4	17-193	07/11/2017	81-83	Hughs Pond Road	Accessory Building
5	17-194	07/12/2017	17-21	Hogan's Pond Road	Site Preparation
6	17-195	07/12/2017	180-182	Neary's Pond Road	Replace Septic Tank
7	17-196	07/13/2017	18-20	Pendergast Road	Single Dwelling
8	17-197	07/13/2017	9	Oceans Edge	Site Preparation
9	17-198	07/13/2017	19	Sunset Way	Single Dwelling
10	17-199	07/14/2017	1180	Thorburn Road	Single Dwelling & Accessory Building
11	17-200	07/14/2017	1904	Portugal Cove Road	Structural Repairs
12	17-201	07/14/2017	277-281	Old Broad Cove Road	Occupancy
13	17-202	07/14/2017	97-101	Round Pond Road	Test Holes
14	17-203	07/14/2017	40-46	Jera Street	Site Preparation
15	17-204	07/17/2017	25	West Point Road	Occupancy
16	17-205	07/17/2017	182-194	Beachy Cove Road	Reconstruct Mechanical Room
17	17-206	07/17/2017	182-194	Beachy Cove Road	Replace Septic Tank
18	17-207	07/17/2017	19	Blagdon Hill	Single Dwelling
19	17-208	07/17/2017	15	Brentwood Avenue	Accessory Building & Patio/Deck
20	17-209	07/18/2017	8-10	Summerwood Place	Test Holes
21	17-210	07/19/2017	616-620	Old Broad Cove Road	Accessory Building
22	17-211	07/19/2017	16-18	Dawn Allen Road	Accessory Building
23	17-212	07/19/2017	21-25	Anglican Church Road	Accessory Building



BUSINESS ARISING



PLANNING & DEVELOPMENT

Planning and Development Committee Report Agenda

August 8th, 2017

In Attendance:

Councillor Norm Collins (Chairperson)
Deputy Mayor Gavin Will
Councillor Joe Butler
Les Spurrell, Planning & Development Coordinator
David Beckett, Development Control Officer

Applications:

- 1) Civic # 32 Franklyn Place – Single Dwelling**
- 2) Civic # 5 Rosemary Rise – Accessory Building**
- 3) Civic # 717-719 Indian Meal Line – Communications Tower**
- 4) Civic # 1543-1549 Thorburn Road – Patio/Deck**

Permits Issued:

- 5) Permits issued from July 21st to August 3rd, 2017**

Planning and Development Committee Report

August 8th, 2017

In Attendance: Councillor Norm Collins (Chairperson)
Deputy Mayor Gavin Will
Councillor Joe Butler
Les Spurrell, Planning & Development Coordinator
David Beckett, Development Control Officer

1. Civic # 32 Franklyn Place – Single Dwelling

Motion: The Committee recommends that the application to construct a single dwelling at Civic # 32 Franklyn Place be rejected as per Appendix A: Tabled Report.

2. Civic # 5 Rosemary Rise – Accessory Building

Motion: The Committee recommends that the application to construct an accessory building at Civic # 5 Rosemary Rise be granted approval in principle as per Appendix A: Tabled Report.

3. Civic # 717-719 Indian Meal Line – Communications Tower

Motion: The Committee recommends that the application to construct a communications tower at Civic # 717-719 Indian Meal Line be granted approval in principle as per Appendix A: Tabled Report.

4. Civic # 1543-1549 Thorburn Road – Patio/Deck

Motion: The Committee recommends that the application to demolish and construct a patio/deck at Civic # 1543-1549 Thorburn Road be granted approval in principle as per Appendix A: Tabled Report.

5. Permits Issued

There were seventeen (17) permits issued from July 21st to August 3rd, 2017 as per Appendix A: Tabled Report.

**Appendix A: Tabled Report
August 8th, 2017**

Applications:

Item # 1:

Civic # 32 Franklyn Place

Single Dwelling

**Zoning: Residential Medium Density & Residential Development Scheme Area (RMD & RDSA)
– Unserviced**

The Committee recommends that the application to construct a single dwelling at Civic # 32 Franklyn Place be rejected as the property does not meet the minimum frontage requirement which does not comply with the Town's Municipal Plan and Development Regulations 2014-2024, specifically Development Regulation 48 (b) (Existing Lot Area and Size Exceptions) and Schedule C: Residential Medium Density, the proposed dwelling will be located beyond the maximum front yard which does not comply with Schedule C: Residential Medium Density, and the area proposed to be developed is identified as a steep slope area within Schedule E: Environmental Protection Overlay Map.

The Administrator recommended that this application be rejected.

Item # 2:

Civic # 5 Rosemary Rise

Accessory Building

Zoning: Residential Medium Density (RMD) - Unserviced

The Committee recommends that the application for Civic # 5 Rosemary Rise be granted approval in principle, permitting the construction of an accessory building. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically Development Regulation 39 (Accessory Buildings) and Schedule C: Residential Medium Density.

The Administrator recommended that this application be granted approval in principle.

Item # 3:

Civic # 717-719 Indian Meal Line

Communications Tower

Zoning: Agriculture (AG)

The Committee recommends that the application for Civic # 717-719 Indian Meal Line be granted approval in principle, permitting the installation of a communications tower. Approval in principle is subject to approval from the Department of Fisheries & Land Resources. Approval in principle shall be in full compliance with the Town's Municipal Plan & Development Regulations and all other regulatory bodies of government, specifically

Development Regulation 33 (Notice of Application), Development Regulation 102 (Discretionary Uses), and Schedule C: Agriculture.

The Administrator recommended that Council use their discretion to grant approval in principle to this application.

Item # 4:

Civic # 1543-1549 Thorburn Road

Patio/Deck

Zoning: Traditional Community (RMD) – Serviced

The Committee recommends that the application for Civic # 1543-1549 Thorburn Road be granted approval in principle, permitting the demolition and construction of a patio/deck.

The Administrator recommended that this application be rejected as the proposed development is located within 10 m of an identified steep slope area which does not comply with Schedule E: Environmental Protection Overlay Condition # 4 (Steep Slopes) which states that no buildings, structures or placement or removal of fill will be permitted on any lands designated as Restricted by the St. John's Urban Region Regional Plan, or within ten (10.0) metres of the top or bottom of slopes that exceed twenty-five percent (25) over a distance of five (5.0) or more metres.

Permits Issued:

Item # 5:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	17-214	07/21/2017	28-30	Jera Street	Occupancy
2	17-215	07/21/2017	26	Ursula Crescent	Patio/Deck
3	17-216	07/24/2017	1158-1160	Thorburn Road	Connection to Sewer
4	17-217	07/24/2017	304-308	Dogberry Hill Road	Artesian Well
5	17-218	07/24/2017	2	Conatti Place	Occupancy
6	17-219	07/25/2017	19-21	Knapps Road	Test Holes
7	17-220	07/25/2017	19-21	Knapps Road	Site Preparation
8	17-221	07/27/2017	7	Dogberry Hill Road	Patio/Deck & Walkway
9	17-222	07/28/2017	2	Sparta Place	Site Preparation
10	17-223	07/28/2017	45	Peggy Deane Drive	Occupancy
11	17-224	07/31/2017	13	Oak Terrace	Business
12	17-225	07/31/2017	11	Blue Sky Drive	Accessory Building
13	17-226	08/01/2017	9	Oceans Edge	Single Dwelling
14	17-226	07/31/2017	240-242	Bauline Line Extension	Replace Septic Tank
15	17-227	08/01/2017	1476-1490	Portugal Cove Road	Splash Pad

16	17-228	08/03/2017	1465	Thorburn Road	Site Preparation
17	17-229	08/03/2017	211-225	Nearys Pond Road	Subsidiary Apartment



PUBLIC WORKS



Public Works Committee

August 10, 2017

In attendance: Councillor Dave Bartlett, Chair
Councillor Johnny Hanlon
Councillor Joe Butler
Staff: Gail Tucker, Director of Public Works
Linda Newhook, Public Works Coordinator
Regrets: Councillor Norm Collins

1. Compact Diesel Tractor – Tender PCSP-2017-003

Staff advised that Tender PCSP-2017-003 for a compact diesel tractor has been cancelled and the bidder has been advised. Staff is preparing a tender for a dual purpose piece of equipment to be used in the Facilities and Streets Division, with a specific focus to sidewalk snow clearing and ice control on the latter.

2. Portugal Cove Sidewalk Project

A change order was presented to apply a coloured coating to the pedestrian pathway (1230 metres) being implemented on Portugal Cove Road. The cost is \$55,770.00 +HST.

Motion: Committee recommends that the change order for the coloured coating to the pedestrian pathway on Portugal Cove Road at a cost of \$55,770 +HST be approved.

3. Thorburn Road/Dogberry Hill Road Sidewalk Project Update

Committee was advised that the work is near completion on this project. Minor sodding and landscaping work remained as the Contractor is waiting until the end of August/early September to complete due to the dryer weather conditions.

With respect to the school entrance connection, a meeting was held with representatives from the provincial Department of Transportation and Works and it was confirmed that work at the school's entrance is complete. Any further discussions with respect to the school entrance are to be dealt with through the School Board as the property will be turned over to this organization in the very near future. Committee's recommendation was to seek approval from the provincial Department of Transportation and Works for the placement of a crosswalk (asphalt markings) across Thorburn Road for students travelling from the Tolt Road area.

4. Water Loss Control Program Request for Proposals (RFP)

One bid was received in response to the Town's RFP for a Water Loss Control Program. The scope of work for the RFP addresses the first phase of this project which includes:

- Review of existing water distribution and wastewater collection systems;
- Mapping of the water distribution and wastewater collection systems; and
- Development of a Water Loss Management Program with recommendations on water use tracking and annual water balances, zone/district metering, leak detection, pressure management, bulk water management and future expansion;



The consultant's work will entail the identification of district meter areas for the municipality. The recommendations/specifications will ensure compatibility with the new residential metering program being implemented by the Town. This phase of the project does not include the actual acquisition and implementation of the zone/district meters; that will be a Phase 2 work which will be tendered once Phase 1 work is complete.

Motion: **Committee recommends that approval be given to award the contract for the Water Loss Control Program to Hatch Engineering at a cost of \$52,282 +HST.**

5. Town Depot, Concept Design & Delivery Model – Update

Staff met with representatives of Vigilant Management to begin the space planning requirements for the proposed new Town Depot. Vigilant is preparing a project charter for Council approval.

6. Lift Station Maintenance – Beachy Cove Café Lift Station

As part of the Water and Wastewater Division's preventative maintenance work for 2017, cleaning of the lift station at Beachy Cove Café is required. The quote is based on a per hour amount for equipment and disposal. It is expected the total cost will be in the vicinity of \$12,000 based on a similar scope of work completed in 2016.

Motion: **Committee recommends that the quote from Pardy's for lift station maintenance at a cost of \$6,602.27 HST included, plus septic (\$0.11/litre) and grease (\$1.00/litre) disposal costs be approved.**

DISCUSSION ITEMS

- a) **Traffic Study Request** – Referred from the Planning & Development Committee, staff were asked to consult with the Town's traffic consultants on traffic volumes in the Dogberry Hill Road area. Information will be brought back to the Public Works Committee once obtained.
- b) **Speed Sign Information** – Staff confirmed that data from the driver feedback speed signs is shared with the RNC for enforcement purposes.
- c) **Town Vehicle Speeds** – Driving speeds of the Town vehicles was discussed. Driving at safe speeds is regularly discussed as part of the Public Works staff meetings. AVL equipment installation has just been completed and will assist with monitoring of speeds in Town fleet.
- d) **Bennetts Road Boat Launching** – Safety concerns regarding the launching of boats from Bennetts Road to Mitchells Pond was raised. Boats are being launched in an area where there is inadequate space to do so resulting in vehicles being stopped in the roadway. Staff were asked to contact the Department of Transportation & Works to report these concerns and inquire whether the Department will take any action on this.



ECONOMIC DEV., MARKETING & COMMUNICATIONS



PROTECTIVE SERVICES



Protective Services Committee

Tuesday, August 8, 2017

4:30PM

IN ATTENDANCE: Councilor Johnny Hanlon
Deputy Mayor Gavin Will
Councilor Norm Collins
Heather Coughlan, Employee & Public Relations Administrator
Fred Hollett, Co-Chief – Volunteer Fire Department
Peter Morey, Commissionaires NL (Items #1 & 2)

ALSO IN ATTENDANCE: Resident Pat Pender (Item #1)

1. Resident Proposal

Resident Pat Pender brought a proposal to the Committee with respect to ongoing speeding concerns throughout the community. Mr. Pender proposed a 'pace car' policy or campaign for all Town Council and staff to lead by example and obey the posted speed limit in fleet vehicles as well as their personal vehicles.

2. Commissionaires – Municipal Enforcement

The Committee reviewed the report as provided by the Municipal Enforcement Officer. This report has been tabled as Appendix A.

3. FES Updates

- Communications issue on August 4th, the cell phone and 911 connectivity issue, was monitored and our connection was maintained. Communication was sent out timely.
- Fire Prevention activities are planned with the school and the camps.
- The NEA training initiative is going ahead.
- There is a potential of an auxiliary to be formed for the purposes of social support for the department and its members.
- NLAFS conference went well and was educational.

4. **Red Cross Community Preparedness**

The Committee discussed the correspondence from the Canadian Red Cross on Community Preparedness and will respond with an offer of assistance in hosting a preparedness and volunteer recruitment session. The session will be promoted through the Town's social media pages, website and town signs.

5. **Jake Brakes Thorburn Road**

The Committee discussed the potential noise vs. safety aspects of large vehicles using Jake brakes throughout the community. Staff will research any information and / or decisions made by previous Councils and bring the information back to the Committee.

6. **First Responders Assistance Program**

The Town had been contacted earlier this year for an expression of interest in enrolment of the fire department members in a First Responder Assistance Program. The Committee responded positively and have now been presented with the program plan and the cost per member. The Committee discussed the plan and feel this is a critical and necessary service to offer our firefighters and therefore puts forward the following motion:

MOTION: The Committee recommends that Council approve the enrolment of all members of the Volunteer Fire Department in the First Responder Assistance Program administered by Trio Benefits at a monthly cost per member of \$4.00.

Protective Services Committee
APPENDIX A: TABLED MEO REPORT

PROTECTIVE SERVICES:

August 8, 2017

- met with RNC and MEO's from Paradise, Mount Pearl, St. John's and CBS to discuss common issues and strategies to Police all areas consistently.
- patrol reported suspicious vehicle on Old Broad Cove Road at 3 am to RNC, suspected attempted break-in.
- commercial vehicle parking on Town property and leaking oil.
- contractor parking trailer on Keeley lane, had to move blocking fire hydrant.
- received verbal report from RNC on radar on Old Broad Cove Road.

Aug 8 – 22, 2017

- Meeting with MEO in Paradise to discuss common By Laws.
- Radio for vehicle to monitor the Fire Dept.'s.



ADMINISTRATION & FINANCE



Administration & Finance Committee Report

August 8, 2017 - 7:00 p.m.

In attendance: Chairperson, Deputy Mayor Will
Mayor Tucker
Councillor Butler

Staff: Tony Pollard, Director of Financial Operations
Claudine Murray, Deputy Town Clerk

1. Accounts for Payment

MOTION: Committee recommends that Council approve payment of regular accounts in the amount of \$45,050.01 and capital accounts in the amount of \$561,414.655 for a total of \$606,464.66 as tabled.

2. Opened Tenders disclosure

The Committee discussed the practice of posting opened tenders on our website and will continue to proactively disclose the tender form and unit price contracts but will redact the signing officers names, the quantity and unit price, and the bid bond from all future postings. This is comparable to Government of NL tender posting practices.

3. Access to Information updates

Requests for information received through the *Access to Information and Protection of Privacy Act, 2015* (ATIPPA) and complaints received through the Office of the Information and Privacy Commissioner (OIPC) office will be posted on the PCSP's Access to Information webpage. As those files are closed, the request/complaint and response will be uploaded. This new practice applies to requests and complaints received July 1st or later. The Town will continue to maintain the list of ATIPPA requests, also found on the same webpage.

4. Water metering project

The committee reviewed the one proposal received for the RFP to install household water meters.

MOTION: Committee recommends that that Town seek approval from the Department of Municipal Affairs and Environment to award the contract for engineering services for project # 17-CWWF-17-00034, Household Water Meter Installation project, to Neptune Technology Group (Canada) Ltd., at an estimated cost of \$860,000, plus HST.

5. Risk management and floodwater studies

Federation of Canadian Municipalities National Disaster Mitigation Program has funding opportunities for risk management, flood mapping and other mitigation projects that this committee is interested in investigating further. Town Manager will bring further information back to a future committee meeting.

6. Request from Charity

Ronald McDonald houses' Red Shoe Crew Walk for Families campaign request was received. The July 26, 2017 correspondence included a request for donation which is not in line with the Town's policy.

7. Water and sewer communication

A letter was sent out August 10th, 2017, to residents of Meadow Heights explaining the Portugal Cove-St. Philip's Water & Sewer Capital Works Cost Recovery process. Work on the project is expected to begin Monday August 14th, 2017.

Accounts for Payment - August 8, 2017

REGULAR ACCOUNTS:

RW 201706-4	21/07/2017	City of St. John's Water consumption - June	\$	31,184.52
17047	19/07/2017	Grand Concourse Authority Rainbow gully community garden	\$	13,865.49
		TOTAL REGULAR ACCOUNTS:	\$	<u>45,050.01</u>

CAPITAL ACCOUNTS:

384358	17/07/2017	EXP. Services Inc. Thorburn Road/Dogberry Hill Sidewalks	\$	10,922.57
383367	17/07/2017	EXP. Services Inc. Portugal Cove sidewalks	\$	8,169.00
17052	26/07/2017	Grand Concourse Authority Rainbow Gully Softball field lighting	\$	270,139.15
2	21/07/2017	Modern Paving Ltd. Dogberry hill Road/Thorburn Rd paving/sidewalks - Jun1-7	\$	250,154.79
CP#3-holdback	25/07/2017	Pyramid Construction Ltd. Holdback release - Spurrells Road Bridge	\$	22,029.14
		TOTAL CAPITAL ACCOUNTS:	\$	<u>561,414.65</u>
		GRAND TOTAL:	\$	606,464.66

Town of Portugal Cove-St.Philips

BNK1 - BNS CURRENT ACCT

Cheques from 045483 to 045631 dated between 08/01/2017 and 08/04/2017

CHEQUE REGISTER

Printed: 3:15:15PM 08/04/2017

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Number	Issued		Amount	SC	Status	Status Date
045483	07/17/2017	Martin, Deon	120.00	A/R	OUT-STD	07/17/2017
045485	07/20/2017	Benson Buffett	12,593.08	A/P	OUT-STD	07/20/2017
	75293	Commissionaires - Enforcement contract	5,303.34			
	75309	Land Acquisition-Est of B.Neary	7,289.74			
045486	07/20/2017	Modern Paving Ltd.	239,218.10	A/P	OUT-STD	07/20/2017
	1602 P#1	dogberry hill/thorburn rd sidewalks	239,218.10			
045487	07/20/2017	Municipal Assessment Agency	30,387.00	A/P	OUT-STD	07/20/2017
	99063	3rd quarter assessment fees	30,387.00			
045488	07/20/2017	Thorne, Darryl	400.00	A/R	OUT-STD	07/20/2017
045489	07/20/2017	Tucker Properties Ltd.,	1,200.00	A/R	OUT-STD	07/20/2017
045490	07/20/2017	B & L General Contracting Ltd.,	400.00	A/R	OUT-STD	07/20/2017
045491	07/20/2017	Karwood Contracting,	250.00	A/R	OUT-STD	07/20/2017
045492	07/20/2017	TLC Contracting Ltd,	400.00	A/R	OUT-STD	07/20/2017
045493	07/20/2017	Mallam, Carl	400.00	A/R	OUT-STD	07/20/2017
045494	07/20/2017	Nicole Norman	50.00	G/L	OUT-STD	07/20/2017
	5090-6100	Refund - Babysitting course Nicole Norma	50.00			
045495	07/20/2017	Thorne, Darryl	1,000.00	A/R	OUT-STD	07/20/2017
045496	07/20/2017	Acklands - Grainger Inc.	399.40	A/P	OUT-STD	07/20/2017
	9488549396	SCBA Cleaner	399.40			
045497	07/20/2017	Action Car & Truck Accessories	641.68	A/P	OUT-STD	07/20/2017
	10196923	repairs to emergency lighting-FD	641.68			
045498	07/20/2017	Afonso Group	1,207.50	A/P	OUT-STD	07/20/2017
	20720	Second call for catch basins on School Roa	1,207.50			
045499	07/20/2017	ANLA	50.00	A/P	OUT-STD	07/20/2017
	Membership17	membership renewal	50.00			
045500	07/20/2017	Ashley Kirkland	30.00	A/P	OUT-STD	07/20/2017
	2017	lifeguard services July 18 - Murrays Pond	30.00			
045501	07/20/2017	Atlantic Powertrain & Equipment Inc.	220.56	A/P	OUT-STD	07/20/2017
	46222	Yanmar Unit #25 - fuel, oil, air, hydraulic filte	220.56			
045502	07/20/2017	Automotive Supplies (1985) Ltd	77.12	A/P	OUT-STD	07/20/2017
	107661	2 headlight bulbs Unit #31	77.12			
045503	07/20/2017	Babb Lock & Safe Company Ltd.	306.48	A/P	OUT-STD	07/20/2017
	106035	locks for sign gates	306.48			
045504	07/20/2017	Belfor	2,500.00	A/P	OUT-STD	07/20/2017
	972586	deductable for town hall exterior damage-wi	2,500.00			
045505	07/20/2017	Big Erics Inc.	83.10	A/P	OUT-STD	07/20/2017
	37723	Cleaning Supplies	83.10			
045506	07/20/2017	Blue Water Marine & Equipment Ltd.	676.06	A/P	OUT-STD	07/20/2017

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of Portugal Cove-St.Philips

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Number	Issued	Amount	SC	Status	Status Date
	184692 12 oars	676.06			
045507	07/20/2017 Bricks 4 Kidz	287.50	A/P	OUT-STD	07/20/2017
	4183 day camp activity	287.50			
045508	07/20/2017 Canadian Linen & Uniform Service	100.35	A/P	OUT-STD	07/20/2017
	6500282167 mat rental/change	100.35			
045509	07/20/2017 Carrigans Lawn Mowing & Junk Removal	200.00	A/P	OUT-STD	07/20/2017
	47 mow soccer field/school	200.00			
045510	07/20/2017 Catherine Hooper	7.34	A/P	OUT-STD	07/20/2017
	travelexp travel expense green team	7.34			
045511	07/20/2017 Cintas Canada Limited	1,153.88	A/P	OUT-STD	07/20/2017
	5008101286 restock first aid kits	1,153.88			
045512	07/20/2017 Coastal Marine & Recreation	160.96	A/P	OUT-STD	07/20/2017
	379121 Oars and Oar locks	160.96			
045513	07/20/2017 Drive Line Machine Shop	516.13	A/P	OUT-STD	07/20/2017
	6137 Unit #31 - side axel, 2 seals, bearing	516.13			
045514	07/20/2017 Dulux Paints	60.01	A/P	OUT-STD	07/20/2017
	852902030520 strainers / stir sticks - for road paint	42.18			
	859003005482 Credit/return	-39.66			
	859003005483 strainers / stir sticks - for road paint	57.49			
045515	07/20/2017 East Coast Hydraulics	566.52	A/P	OUT-STD	07/20/2017
	0000037301 Cylinder Unit #40	566.52			
045516	07/20/2017 Eastern Medical Supplies Ltd.	3,680.00	A/P	OUT-STD	07/20/2017
	0000270465 AED for park bldgs	3,680.00			
045517	07/20/2017 Elaines Convenience Inc.	220.41	A/P	OUT-STD	07/20/2017
	Jan-Jun17 misc maint supplies	220.41			
045518	07/20/2017 Elyse Sparkes	48.86	A/P	OUT-STD	07/20/2017
	party city/dollarama reimb-library supplies	48.86			
045519	07/20/2017 Emco Supply	1,114.07	A/P	OUT-STD	07/20/2017
	12612680-00 Lift hydrant on Jenny Lynn Drive	1,114.07			
045520	07/20/2017 Ennis Paint Inc.	1,719.94	A/P	OUT-STD	07/20/2017
	15696 20 x 20L pails of white road paint	1,719.94			
045521	07/20/2017 EXP. Services Inc.	5,315.88	A/P	OUT-STD	07/20/2017
	378174 spurrells rd bridge	338.68			
	378180 portugal cove sidewalks	4,977.20			
045522	07/20/2017 Fastenal Canada Company	576.84	A/P	OUT-STD	07/20/2017
	NFMOU172460 Nitty Gritty Gloves	576.84			
045523	07/20/2017 Frederick Hollett	1,386.59	A/P	OUT-STD	07/20/2017
	Jul9-15 Fd Consultations Jul9-15	1,265.00			
	reimb-fdsupplies reimb-fd supplies - coffee,washer detergent	121.59			
045524	07/20/2017 G & K Upholstery and Canvas	335.80	A/P	OUT-STD	07/20/2017
	1839 Repair and fasten tarp on E1	179.40			
	1868 webbing-Fd equip. maint	156.40			
045525	07/20/2017 GCR Tire Centers	975.20	A/P	OUT-STD	07/20/2017
	931-59668 2 tires replacement - one as spare, one for t	975.20			
045526	07/20/2017 GFL Environmental Inc.	4,331.05	A/P	OUT-STD	07/20/2017
	E60000034133 dump/replace garbage bin-rainbow gully	3,141.61			
	E60000034134 dump/replace garbage bin-firefall	1,189.44			

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Town of Portugal Cove-St.Philips

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Number	Issued	Amount	SC	Status	Status Date
045527	07/20/2017 Gilbert Squires 103467 partial payment-work done at rainbow gully	2,300.00 2,300.00	A/P	OUT-STD	07/20/2017
045528	07/20/2017 Home Depot 3461192 Replacement Garbage Box 156 Tolt Road fr	113.85 113.85	A/P	OUT-STD	07/20/2017
045529	07/20/2017 Impact Signs & Graphics Ltd 15027 dry erase boards	115.00 115.00	A/P	OUT-STD	07/20/2017
045530	07/20/2017 Interex 65825 hinges,screws-rainbow gully bldg	67.85 67.85	A/P	OUT-STD	07/20/2017
045531	07/20/2017 Irving Oil Limited 734757 Gas	845.02 845.02	A/P	OUT-STD	07/20/2017
045532	07/20/2017 Kent Building Supplies 15182964 tremclad paint for hydrants and brushes 15185958 2x4 and 2x6 for booths and scaffolding for i 1642370 2 sheets plywood for regetta	465.29 77.20 280.12 107.97	A/P	OUT-STD	07/20/2017
045533	07/20/2017 Mark's Work Wearhouse 730-100770 Return 730-101092 coveralls 730-101291 Clothing for public works	426.28 -155.25 103.50 478.03	A/P	OUT-STD	07/20/2017
045534	07/20/2017 Maxxam Analytics Inc. SJ3247101 water testing	327.75 327.75	A/P	OUT-STD	07/20/2017
045535	07/20/2017 Mikaila Rodgers walmart/dollarama reimb-day camp supplies	149.58 149.58	A/P	OUT-STD	07/20/2017
045536	07/20/2017 Newfoundland Distributors Ltd. 30246667 8 cutting edge blades - unit 25 30247770 Concrete Blade, Zip and Grinding Disks	288.03 16.38 271.65	A/P	OUT-STD	07/20/2017
045537	07/20/2017 Newfound Disposal Systems Ltd. 0000516120 paper recycling	52.92 52.92	A/P	OUT-STD	07/20/2017
045538	07/20/2017 Newfoundland Design Associates Ltd. 2017078 meadow heights sewer services	4,204.32 4,204.32	A/P	OUT-STD	07/20/2017
045539	07/20/2017 NLCSA 51476 Professional Development - Public Works	483.00 483.00	A/P	OUT-STD	07/20/2017
045540	07/20/2017 NLCSA 51315 Professional Development - Public Works -	747.50 747.50	A/P	OUT-STD	07/20/2017
045541	07/20/2017 Northeast Avalon Times 5782 dis use ad, full page ad	977.50 977.50	A/P	OUT-STD	07/20/2017
045542	07/20/2017 North Atlantic Supplies Inc. 52485 gloves, vest, work boots 52506 gloves	820.81 413.71 407.10	A/P	OUT-STD	07/20/2017
045543	07/20/2017 Parkland Fuel Corporation 61325 service invoice - furnace	117.17 117.17	A/P	OUT-STD	07/20/2017
045544	07/20/2017 Parts for Trucks 40391478-00 vehicle cleaning supplies-FD 40391758-00 Unit #40 - wire & heat shrink	403.44 324.07 79.37	A/P	OUT-STD	07/20/2017
045545	07/20/2017 Pinnacle Office Solutions 123128 copier maint	358.31 358.31	A/P	OUT-STD	07/20/2017
045546	07/20/2017 Practica Ltd. 38225 Disposal bags for dog parks	388.37 388.37	A/P	OUT-STD	07/20/2017

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Town of Portugal Cove-St.Philips

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Number	Issued	Amount	SC	Status	Status Date
045547	07/20/2017 Provincial Fence Products Ltd. 13288 Cane bolt for double gates in Voisey's	23.00 23.00	A/P	OUT-STD	07/20/2017
045548	07/20/2017 Richard Murphy Jul10-16 fd consultations Jul10-16	1,495.00 1,495.00	A/P	OUT-STD	07/20/2017
045549	07/20/2017 Rona 2118552 Propane for Canada Day 2118766- propane	37.14 14.66 22.48	A/P	OUT-STD	07/20/2017
045550	07/20/2017 Royal Garage Limited 842401 Wheel hub, 2 seals, 2 o-rings 5500	594.55 594.55	A/P	OUT-STD	07/20/2017
045551	07/20/2017 SaltWire Network Inc. TM00002661 tender-excavator, tractor	487.49 487.49	A/P	OUT-STD	07/20/2017
045552	07/20/2017 SME 043340 shipping container rental	460.00 460.00	A/P	OUT-STD	07/20/2017
045553	07/20/2017 St. John's Asphalt & Aggregate Inc. 002767 gravel-road maint	1,167.17 1,167.17	A/P	OUT-STD	07/20/2017
045554	07/20/2017 Stewart McKelvey 90596814 Audit letter	86.25 86.25	A/P	OUT-STD	07/20/2017
045555	07/20/2017 Telus Jul17 Cells Jul17 Jul17Credit overpayment for data use correction	1,514.98 1,994.50 -479.52	A/P	OUT-STD	07/20/2017
045556	07/20/2017 Terra Nova Motors Ltd. 352739 Transmission Lines Unit #31	227.79 227.79	A/P	OUT-STD	07/20/2017
045557	07/20/2017 Town of Torbay 2017144007 Commissionaires training	240.00 240.00	A/P	OUT-STD	07/20/2017
045558	07/20/2017 Tracy Simmons reimbpccjul17 reimb petty cash-reg mail, misc maint suppl	264.00 264.00	A/P	OUT-STD	07/20/2017
045559	07/20/2017 Triware Technologies Inc. 178830 Monitor for PCove WWTP	185.44 185.44	A/P	OUT-STD	07/20/2017
045560	07/20/2017 Valero Energy Inc. 4111399427 Diesel 4111406323 diesel	2,860.40 1,419.27 1,441.13	A/P	OUT-STD	07/20/2017
045561	07/20/2017 Windco Enterprises 2017 1126 replace halyard on flagpole at voiseys 20171110 Flags for Beaumont Hamel / Canada Day ev 20171224 flags	557.35 128.74 256.28 172.33	A/P	OUT-STD	07/20/2017
045562	07/20/2017 Mikaila Rodgers DaycampPettyCash Day Camp Petty Cash	500.00 500.00	A/P	OUT-STD	07/20/2017
045563	07/20/2017 Newfoundland Exchequer 200-206Nearys Pond Road Easement agreement- 200-206 Nearys Pon	100.00 100.00	A/P	OUT-STD	07/20/2017
045564	07/20/2017 Newfoundland Exchequer 216-226Nearys Pond Rd easement agreement - 216-226 Nearys Por	100.00 100.00	A/P	OUT-STD	07/20/2017
045566	07/26/2017 Twells Consulting Ltd. 528 Level of service review	9,309.34 9,309.34	A/P	OUT-STD	07/26/2017
045567	07/31/2017 Alex Greeley Travelclaim travel expense claim-training	61.72 61.72	A/P	OUT-STD	07/31/2017
045568	07/31/2017 Darrin Tucker travelclaim travel expense claim-training	68.33 68.33	A/P	OUT-STD	07/31/2017

* - Partial payment was made on Invoice

** - Name on Check was modified

Town of Portugal Cove-St.Philips

BNK1 - BNS CURRENT ACCT

Cheques from 045483 to 045631 dated between 08/01/2017 and 08/04/2017

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
045569	07/31/2017 Gerald Slade travelclaim travel expense claim-training	34.66 34.66	A/P	OUT-STD	07/31/2017
045570	07/31/2017 Grant Smith travelclaim travel expense claim-training	45.32 45.32	A/P	OUT-STD	07/31/2017
045571	07/31/2017 Hayward Mitchell travelclaim travel expense claim-training	53.52 53.52	A/P	OUT-STD	07/31/2017
045572	07/31/2017 Moses Tucker Reimb-flowers reimb-flower pots for entrance/canada day	73.56 73.56	A/P	OUT-STD	07/31/2017
045573	07/31/2017 Nick Miller Apr21-Jul21 Mileage claim-Apr21-Jul21	265.27 265.27	A/P	OUT-STD	07/31/2017
045574	07/31/2017 Richard Murphy Jul17-23 FD consultations Jul17-23 Reimb-7787460 reimb-projector for FD	2,451.74 1,523.75 927.99	A/P	OUT-STD	07/31/2017
045575	07/31/2017 Frederick Hollett Jul16-22 FD consultations Jul16-22	1,437.50 1,437.50	A/P	OUT-STD	07/31/2017
045576	07/31/2017 Bernadine Lawlor Jun-Jul rec center attendant Jun-Jul	1,087.50 1,087.50	A/P	OUT-STD	07/31/2017
045577	07/31/2017 Yvonne King June-July rec center attendant Jun-July	1,087.50 1,087.50	A/P	OUT-STD	07/31/2017
045578	07/31/2017 Bazel Hibbs NLAFS Conv travel advance-FD Conv. Gander	431.30 431.30	A/P	OUT-STD	07/31/2017
045579	07/31/2017 Brian Tucker NLAFS Conv travel advance-FD Conv. Gander	431.30 431.30	A/P	OUT-STD	07/31/2017
045580	07/31/2017 Chris Donovan NLAFS Conv travel advance-FD Conv. Gander	132.00 132.00	A/P	OUT-STD	07/31/2017
045581	07/31/2017 Ed Lundrigan NLAFS Conv travel advance-FD Conv. Gander	431.30 431.30	A/P	OUT-STD	07/31/2017
045582	07/31/2017 Mandy Young NLAFS Conv travel advance-FD Conv. Gander	431.30 431.30	A/P	OUT-STD	07/31/2017
045583	07/31/2017 Megan Smith NLAFS Conv travel advance-FD Conv. Gander	132.00 132.00	A/P	OUT-STD	07/31/2017
045584	07/31/2017 Steve Murray NLAFS Conv travel advance-FD Conv. Gander	431.30 431.30	A/P	OUT-STD	07/31/2017
045585	07/31/2017 Tina Scott NLAFS Conv travel advance-FD Conv. Gander	132.00 132.00	A/P	OUT-STD	07/31/2017
045588	08/01/2017 Atlantic Cash & Carry 34701290670314 supplies for regatta 34703050772705 Supplies for Regatta festival 34703270671541 Supplies for Canada Day Celebrations	928.33 194.56 277.35 456.42	A/P	OUT-STD	08/01/2017
045589	08/01/2017 Aubrey K. Burt Surveys Ltd. 2017-331 Survey-jera street-voiseys park trails	1,086.75 1,086.75	A/P	OUT-STD	08/01/2017
045590	08/01/2017 B & B Sales Ltd. 000579304 popcorn-regatta	56.00 56.00	A/P	OUT-STD	08/01/2017
045591	08/01/2017 Ben Stratton GT Expense expense claim form2 travel1 travel log-green team	20.54 12.84 7.70	A/P	OUT-STD	08/01/2017
045592	08/01/2017 Canadian AV Inc.	2,370.44	A/P	OUT-STD	08/01/2017

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Number	Issued	Amount	SC	Status	Status Date
	7601 outdoor movie equipment	513.19			
	7602 Sound system-regatta	1,857.25			
045593	08/01/2017 Carrigans Lawn Mowing & Junk Removal	200.00	A/P	OUT-STD	08/01/2017
	09 mow soccer field/school	200.00			
045594	08/01/2017 Corporate Express	1,816.53	A/P	OUT-STD	08/01/2017
	44987131 Shelving unit	614.01			
	45022940 Paper and supplies	1,202.52			
045595	08/01/2017 Elyse Sparkes	30.96	A/P	OUT-STD	08/01/2017
	096107 reimb-kids klotheline-library supplies	30.96			
045596	08/01/2017 EXP. Services Inc.	956.57	A/P	OUT-STD	08/01/2017
	383346 Spurrells Rd Bridge	878.37			
	384643 dev application review-Town	78.20			
045597	08/01/2017 Gardaworld	1,449.00	A/P	OUT-STD	08/01/2017
	07620002140 Security - Feb 12-18	1,449.00			
045598	08/01/2017 Harbourside Transportation Consultants	1,570.12	A/P	OUT-STD	08/01/2017
	783 prof services-traffic calming	1,570.12			
045599	08/01/2017 Irving Oil Limited	2,167.44	A/P	OUT-STD	08/01/2017
	51212 gas	2,167.44			
045600	08/01/2017 Lindsey Hynes	400.00	A/P	OUT-STD	08/01/2017
	Summercamp17 zumba-day camp events	400.00			
045601	08/01/2017 Martins Fire Safety Ltd.	1,062.60	A/P	OUT-STD	08/01/2017
	72667 inspect fire extinguishers/alarms	1,062.60			
045602	08/01/2017 Mikaila Rodgers	391.00	A/P	OUT-STD	08/01/2017
	pc#2 Reimb-petty cash for summer program sup	391.00			
045603	08/01/2017 Murray's Pond Country Club	517.05	A/P	OUT-STD	08/01/2017
	170707 Paint night-regatta event	517.05			
045604	08/01/2017 Neopost Canada	173.99	A/P	OUT-STD	08/01/2017
	6170803 postage meter lease-aug-sept	173.99			
045605	08/01/2017 Newfoundland Design Associates Ltd.	446.17	A/P	OUT-STD	08/01/2017
	2017105 Nearys Pond Rd project	446.17			
045606	08/01/2017 Orkin Canada Corporation	354.21	A/P	OUT-STD	08/01/2017
	IN-7845283 pest control-depot	77.05			
	IN-7845285 Pest control-rainbow gully	41.98			
	IN-7845293 Pest control-rec center	79.93			
	IN-7845341 pest control-generator shed	96.60			
	IN-7845411 pest control-voiseys	58.65			
045607	08/01/2017 Port.Cove-St.Philips Fire Dept	300.00	A/P	OUT-STD	08/01/2017
	Regatta17 Safety boat service-regatta	300.00			
045608	08/01/2017 Provincial Fence Products Ltd.	285.20	A/P	OUT-STD	08/01/2017
	13238 Replacement gates for Voiseys Brook softb	285.20			
045609	08/01/2017 Richard Murphy	1,351.25	A/P	OUT-STD	08/01/2017
	Jul24-30 FD consultations Jul24-30	1,351.25			
045610	08/01/2017 Rogers Payment Centre	106.35	A/P	OUT-STD	08/01/2017
	jul17 FD-cable jul17	106.35			
045611	08/01/2017 Safe PCSP	3,335.00	A/P	OUT-STD	08/01/2017
	LeamansSigns Slow Down Neighbour Campaign	3,335.00			
045612	08/01/2017 SaltWire Network Inc.	760.69	A/P	OUT-STD	08/01/2017
	TM00003069 dis use ad-712 Indian Meal Line	309.12			

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Number	Issued	Amount	SC	Status	Status Date
	TM00003104 job ad-mun general worker	451.57			
045613	08/01/2017 St. John Ambulance	640.00	A/P	OUT-STD	08/01/2017
	I-NL0017643 babysitting course	640.00			
045614	08/01/2017 St. John's Native Friendship Centre	230.00	A/P	OUT-STD	08/01/2017
	8859 Cultrual presentation-summer program	230.00			
045615	08/01/2017 Telus Going Mobile Wireless	546.24	A/P	OUT-STD	08/01/2017
	FRESHIN41708 new cell phone-manager of streets,fleets&w	546.24			
045616	08/01/2017 Town of Torbay	3,630.00	A/P	OUT-STD	08/01/2017
	2017144493 Killick Coast subdivision guideline regionaliz	3,630.00			
045617	08/01/2017 Triware Technologies Inc.	2,638.39	A/P	OUT-STD	08/01/2017
	179101 Laptop-L.Power	2,638.39			
045618	08/01/2017 Valero Energy Inc.	710.98	A/P	OUT-STD	08/01/2017
	4111420811 Diesel	710.98			
045619	08/01/2017 Waypoints	500.00	A/P	OUT-STD	08/01/2017
	201703 adventure camp jul20-21	500.00			
045620	08/01/2017 Young Rembrandts - Newfoundland & Labrador	145.00	A/P	OUT-STD	08/01/2017
	4417492 field trip for day camp	145.00			
045621	08/01/2017 Newfoundland Exchequer	102.00	A/P	OUT-STD	08/01/2017
	GoldenDawn Register conveyance-10500 NL Ltd. Golden	102.00			
045622	08/01/2017 Newfoundland Exchequer	102.00	A/P	OUT-STD	08/01/2017
	Goldendawn2 Register conveyance-Williams/Fleming Gok	102.00			
045623	08/01/2017 Barry & Paulette Murphy	120.00	A/R	OUT-STD	08/01/2017
045624	08/01/2017 Benson Buffett	8,233.35	A/P	OUT-STD	08/01/2017
	75299 tax matter-hobbs	8,233.35			
045625	08/01/2017 BSB Electrical Services	7,206.86	A/P	OUT-STD	08/01/2017
	8576 repairs to electrical service from water main	7,206.86			
045626	08/01/2017 City of St. John's	10,957.83	A/P	OUT-STD	08/01/2017
	12765 landfill use - Jun17	11,137.83			
	overpymt May17 overpayment on may invoice	-180.00			
045627	08/01/2017 Tract Consulting Ltd.	10,950.30	A/P	OUT-STD	08/01/2017
	PCSP-1635-WP2-02 Maggies place work package two	10,950.30			
045628	08/01/2017 Vigilant Management Inc.	10,118.57	A/P	OUT-STD	08/01/2017
	944 dogberry hill road sidewalks	10,118.57			
045629	08/03/2017 Barron, Patrisha	48.00	A/R	*VOID*	08/03/2017
045630	08/03/2017 Barron, Patrisha	48.00	A/R	OUT-STD	08/03/2017
Cheque Totals Issued:		437,464.13			
Void:		48.00			
Total Cheques Generated:		437,512.13			
Total # of Cheques Listed:		144			

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TOWN OF PORTUGAL COVE-ST-F
JUL 26 2017
RECEIVED

Dear Friends,

2017

Ronald McDonald House Newfoundland and Labrador provides a supportive home away from home for the families of sick or injured children who are receiving medical treatment in St. John's. Ronald McDonald House offers families so much more than just a roof over their heads. We have trained staff and dedicated volunteers who are committed to providing comfort and care of the families, so they can focus on healing their sick child.

On September 23, 2017, Me along with other volunteers will host the 4th annual Red Shoe Crew Walk for Families Killick Coast in support of Ronald McDonald House NL. Our walk is being held at 1 pm Jack Byrne Arena TORBAY on the indoor walking track with a celebration of families to follow in the Community Room.

The celebration of families' event provides the perfect time to reflect and thank sponsors, volunteers, participants and donors, give out prizes, play games, enjoy snacks, entertain the families celebrate the strength of families and the results.

At this time we hope that you can show your support with:

- 1. A cash donation (For all donations over 10\$ tax receipts will be provided).**
- 2. Supply an in-kind donation for celebration of families (such as prizes) that will help make the event a success.**

If you have any questions or would like additional information, please don't hesitate to call me 728-4800, or email redshoetorbay@gmail.com. If you would like a pledge sheet to participate, Please feel free to get on touch with me. I can pick up anywhere in Torbay and surrounding areas. Thanking you in advance.

Sincerely,
Lorna King

Volunteer Regional Development Coordinator Northeast Avalon (Killick Coast)
Red Shoe Crew-Walk for Families crew leader Killick Coast.
Ronald McDonald House Charities Newfoundland and Labrador

#KeepingFamiliesClose

Ronald McDonald House Charities* Newfoundland and Labrador
1-855-955-HOME(4663) T: 709-738-0000 F: 709-747-1270 | info@rmhnl.ca @OurHouseNL OurHouseNL.ca
P.O. Box 26091, St. John's, NL A1B 1X0 Charitable Registration # 85050 2965 R00001





CORRESPONDENCE

Council Correspondence July 31, 2017 to August 11, 2017

RECEIVED	CONTRIBUTOR	REGARDING	DISTRIBUTION
August 3, 2017	Concerned Citizens of Bell Island	"Report of the Mediator" Regarding hostile takeover of the community radio station on Radio Bell Island	Sent to EDMC Cmte
August 9, 2017	Newfoundland and Labrador Sexual Assault Crisis and Prevention Centre (NLSACPC)	September 2017 Sexual Violence Awareness Week	Sent to RecComm Cmte



NEW/GENERAL/ UNFINISHED BUSINESS



AGENDA ITEMS/ NOTICE OF MOTIONS