



Public Council Meeting
Thursday, September 28, 2017 at 5:00 Pm
Location: Council Chambers

1. Call of Meeting to Order
2. Adoption of Agenda for September 28, 2017
3. Delegations/Presentations
4. Adoption of Minutes of September 12, 2017
5. Business Arising From Minutes
6. Accounts for Payment
7. Committee Meeting Reports – None for this meeting
8. Unfinished Business
9. General Business
 - a. Swearing in of new Council by Town Clerk
 - b. Election of Deputy Mayor – call for nominations by Town Clerk
 - c. Signing Officers motion by Mayor McDonald
10. Correspondence
11. New Business

Accounts for Payment - September 28, 2017

REGULAR ACCOUNTS:

13721	9/1/2017	City of St. John's Landfill use - Aug	\$	12,118.02
RW 201708-4	9/5/2017	City of St. John's Water Consumption - Aug	\$	34,236.23
793	8/25/2017	S & L Enterprises 2017 road maintenance tender	\$	82,709.84
TOTAL REGULAR ACCOUNTS:			\$	<u>129,064.09</u>

CAPITAL ACCOUNTS:

76074	9/1/2017	Benson Buffett Land acquisition - Nearys Pond Rd	\$	5,261.47
pymt#2Nearys	8/31/2017	Farrell's Excavating Ltd. Pymt #2 Nearys Pond Road	\$	192,751.75
17064	8/30/2017	Grand Concourse Authority Claim#3 Rainbow gully ballfield ext	\$	7,054.40
17078	9/13/2017	Grand Concourse Authority Claim#1 Voiseys Brooke Park trail phase III	\$	63,168.79
17080	9/18/2017	Grand Concourse Authority Rainbow gully soccerfield lighting & expansion	\$	63,696.95
006812-0000	8/31/2017	MQO Research Community survey - level of service review	\$	10,585.75
30231	9/6/2017	NFLD Kubota Ltd. Mini excavator & trailer	\$	75,072.00
13544	8/31/2017	Provincial Fence Products Supply/install batting cage	\$	21,390.00
Claim#1-Meadow	8/25/2017	Pyramid Construction Ltd. Claim#1 Meadow Heights	\$	74,457.90
PCSP-1635-WP-04	8/31/2017	Tract Consulting Ltd. Maggies place work package two	\$	54,751.50
999	8/31/2017	Vigilant Management Inc. Sidewalks - dogberry hill road	\$	7,684.88
1000	8/31/2017	Vigilant Management Inc. Meadow Heights	\$	11,853.63
1006	8/31/2017	Vigilant Management Inc. Town Depot - planning/design	\$	5,658.01
TOTAL CAPITAL ACCOUNTS:			\$	<u>593,387.03</u>
GRAND TOTAL:			\$	<u>722,451.12</u>

Town of Portugal Cove-St. Philips
BNK1 - BNS CURRENT ACCT
 Cheques from 045853 to 046082 dated between 09/01/2017 and 09/29/2017

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
045853	08/31/2017 Grant Smith Confined Space	44.99 44.99	A/P	OUT-STD	08/31/2017
045855	09/05/2017 Nick Miller PC BChurchill	1,000.00 1,000.00	A/P	OUT-STD	09/05/2017
045856	09/05/2017 Portugal Cove-St. Philip's Chamber of Commerce Motion 2017-386	2,300.00 2,300.00	A/P	OUT-STD	09/05/2017
045857	09/07/2017 Jeff Lawlor reimb-parking Travel Advance	1,736.27 15.00 1,721.27	A/P	OUT-STD	09/07/2017
045858	09/08/2017 AETTNL 2361	276.00 276.00	A/P	OUT-STD	09/08/2017
045859	09/08/2017 Air Tech Atlantic Compressor Services 1405	138.00 138.00	A/P	OUT-STD	09/08/2017
045860	09/08/2017 Atlantic Cash & Carry 34702180873309	70.10 70.10	A/P	OUT-STD	09/08/2017
045861	09/08/2017 Avalon Ford 429348	98.05 98.05	A/P	OUT-STD	09/08/2017
045862	09/08/2017 Bugden Signs 35746 35747 35756 35763 35768 35769	2,360.95 161.00 265.65 1,523.75 235.75 138.00 36.80	A/P	OUT-STD	09/08/2017
045863	09/08/2017 Carrigans Lawn Mowing & Junk Removal 2017-01	200.00 200.00	A/P	OUT-STD	09/08/2017
045864	09/08/2017 Complete Transport Services 39847 39877 39881	2,674.32 1,932.58 419.20 322.54	A/P	OUT-STD	09/08/2017
045865	09/08/2017 Economic Developers Association of Canada C-693-6332	764.28 764.28	A/P	OUT-STD	09/08/2017
045866	09/08/2017 Frederick Hollett Aug27-Sep2	1,408.75 1,408.75	A/P	OUT-STD	09/08/2017
045867	09/08/2017 Gail Tucker APWA/CPWA17	2,218.60 2,218.60	A/P	OUT-STD	09/08/2017
045868	09/08/2017 Irving Oil Limited 230776	1,565.13 1,565.13	A/P	OUT-STD	09/08/2017
045869	09/08/2017 Jacqueline Clarke Reimbdesign charette	80.17 80.17	A/P	OUT-STD	09/08/2017
045870	09/08/2017 Leah Power travel claim-confined	41.38 41.38	A/P	OUT-STD	09/08/2017
045871	09/08/2017 LW Consulting 2017-8	546.25 546.25	A/P	OUT-STD	09/08/2017
045872	09/08/2017 Municipalities Newfoundland and Labrador 18367	300.00 300.00	A/P	OUT-STD	09/08/2017
045873	09/08/2017 Murray's Landscape Services m2219	362.25 362.25	A/P	OUT-STD	09/08/2017

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Number	Issued	Amount	SC	Status	Status Date
045874	09/08/2017 Murray's Pond Country Club	557.32	A/P	OUT-STD	09/08/2017
	170719 meeting july 19	278.66			
	170720 meeting july20	278.66			
045875	09/08/2017 Regatta Program	530.00	A/P	OUT-STD	09/08/2017
	2017 ad- st. john's regatta program	530.00			
045876	09/08/2017 Richard Murphy	1,178.75	A/P	OUT-STD	09/08/2017
	Aug28-Sep3 FD Consultations Aug28-Sep3	1,178.75			
045877	09/08/2017 SaltWire Network Inc.	680.07	A/P	OUT-STD	09/08/2017
	TM00004076 Public notice ad-schedule e	370.95			
	TM00004090 dis use ad-1573-1577 portugal cove ro	309.12			
045878	09/08/2017 SJFFA GUIDE	415.00	A/P	OUT-STD	09/08/2017
	2017 childrens fire safety booklet	415.00			
045879	09/08/2017 Telelink Call Centre	519.89	A/P	OUT-STD	09/08/2017
	C9139-1709 phone answering service	519.89			
045880	09/08/2017 Valero Energy Inc.	760.38	A/P	OUT-STD	09/08/2017
	4111466349 diesel	760.38			
045881	09/08/2017 Vigilant Management Inc.	11,784.68	A/P	OUT-STD	09/08/2017
	1001 Nearys Pond Project	1,607.13			
	1002 Strategic plan	1,663.19			
	1003 Lifestyle centre	3,510.39			
	1004 Healeys pond cres	1,089.64			
	1005 Newbury street walkway	1,321.07			
	997 Water Loss program	997.63			
	998 Water metering project	1,595.63			
045882	09/08/2017 VitalAire	59.40	A/P	OUT-STD	09/08/2017
	3934279 monthly lease oxygen cylinder	19.80			
	3934280 monthly lease oxygen size3	19.80			
	3934281 monthly lease-oxygen	19.80			
045883	09/08/2017 Water Werks Communications	2,052.75	A/P	OUT-STD	09/08/2017
	18826 website maintenance April-June	2,052.75			
045884	09/08/2017 You Store Limited	391.00	A/P	OUT-STD	09/08/2017
	Aug/Sep17 storage unit rental-heritage	391.00			
045885	09/08/2017 Chris Milley	200.00	A/P	OUT-STD	09/08/2017
	Aug17 TRAVEL ALLOWANCE	200.00			
045886	09/08/2017 Gail Tucker	200.00	A/P	OUT-STD	09/08/2017
	Aug17 TRAVEL ALLOWANCE	200.00			
045887	09/08/2017 CIBC Mellon	16,775.00	A/P	OUT-STD	09/08/2017
	Pension Aug17 pension contributions	16,775.00			
045888	09/08/2017 CIBC Mellon	13,420.00	G/L	OUT-STD	09/08/2017
	3312-0000 CIBCM002 Pension Cont Aug17 EE C	13,420.00			
045889	09/08/2017 N.A.P.E.	2,309.09	G/L	OUT-STD	09/08/2017
	3313-0000 N.A.P001 Union Dues Aug17 N.A.P.E.	2,309.09			
045890	09/08/2017 Department of Finance	6,653.49	A/P	OUT-STD	09/08/2017
	HAPSET Aug17 Hapset Aug17	6,653.49			
045891	09/08/2017 Newfoundland Exchequer	172.50	A/P	OUT-STD	09/08/2017
	FannyGoffMem Crownlands application Fanny Goff me	172.50			
045892	09/08/2017 Tucker Electronics Ltd.	68.85	A/P	OUT-STD	09/08/2017
	150226- projector,headworn mic-taxes(correctio	68.85			
045893	09/08/2017 Dan Pickett	69.94	A/P	OUT-STD	09/08/2017

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	Twinrix reimb-twinrix vacc	69.94			
045910	09/12/2017 City of St. John's 13721 landfill use Aug	46,354.25 12,118.02	A/P	OUT-STD	09/12/2017
	RW 201708-4 water consumption Aug 17	34,236.23			
045911	09/12/2017 Dwayne Abbott Reimb-201 Reimb-staff meeting supplies	61.66 61.66	A/P	OUT-STD	09/12/2017
045912	09/12/2017 Farrell's Excavating Ltd. pymt#2Nearys Pymt#2 Nearys Pond	192,751.75 192,751.75	A/P	OUT-STD	09/12/2017
045913	09/12/2017 Frederick Hollett Sep3-9 Fd consultation Sep3-9	1,322.50 1,322.50	A/P	OUT-STD	09/12/2017
045914	09/12/2017 Gilbert Squires 103469 landscape work - rainbow gully field	2,300.00 2,300.00	A/P	OUT-STD	09/12/2017
045915	09/12/2017 Grand Concourse Authority 17064 Claim #3 rainbow gully ballfield extensi	7,054.40 7,054.40	A/P	OUT-STD	09/12/2017
045916	09/12/2017 Newfoundland Design Associates Ltd. 2017139 nearys pond road	615.77 615.77	A/P	OUT-STD	09/12/2017
045917	09/12/2017 Pardy's Waste Management & Industria Services Lt 00069564 Sludge Removal St Philips grit chambe	6,296.83 6,296.83	A/P	OUT-STD	09/12/2017
045918	09/12/2017 Provincial Fence Products Ltd. 13544 supply/install double batting cage	21,390.00 21,390.00	A/P	OUT-STD	09/12/2017
045919	09/12/2017 Pyramid Construction claim#1 claim#1 portugal Cove rd sidewalks	73,415.40 73,415.40	A/P	OUT-STD	09/12/2017
045920	09/12/2017 Tract Consulting Ltd. PCSP-1635-WP2-03 Maggies Place work package two	21,900.60 21,900.60	A/P	OUT-STD	09/12/2017
045921	09/12/2017 Valero Energy Inc. 4111474944 Diesel	795.37 795.37	A/P	OUT-STD	09/12/2017
045922	09/12/2017 Vigilant Management Inc. 1000 Meadow Heights 1006 Town depot-planning, design 999 sidewalks-dogberry Hill rd	25,196.52 11,853.63 5,658.01 7,684.88	A/P	OUT-STD	09/12/2017
045923	09/12/2017 Pyramid Construction Claim1-MeadowHgts Claim 1 - Meadow Hgts Sanitary Sewer	74,457.90 74,457.90	A/P	OUT-STD	09/12/2017
045924	09/13/2017 Wayne White Law Office PLC Inc. - In Trust 3503-0000 FID2688712 Wayne White Law Office	28,000.00 28,000.00	G/L	OUT-STD	09/13/2017
045925	09/18/2017 Big Erics Inc. 49971 BBQ with side shelf	3,882.68 3,882.68	A/P	OUT-STD	09/18/2017
045926	09/18/2017 Corporate Express 45248461 page protectors-library 45330368 pencil sharpeners-election supplies	234.68 158.82 75.86	A/P	OUT-STD	09/18/2017
045927	09/18/2017 Executive Coffee 0000185693 coffee	107.55 107.55	A/P	OUT-STD	09/18/2017
045928	09/18/2017 EXP. Services Inc. 391361 dev application review-town 391362 dev application review-oceans edge 391363 dev application review- broad cove ridg 391364 dev application review-broad cove ridg 391366 Dev application review-185-187Old Bro 391368 Dev application review-oceans edge 391369 dev application review-17-19 Hibbs Pl	6,140.29 78.20 327.75 986.70 3,389.49 437.00 405.95 515.20	A/P	OUT-STD	09/18/2017

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045929	09/18/2017 Glenn Nichols Engine Services	6,496.65	A/P	OUT-STD	09/18/2017
	1610 annual maint-wwtp equip	2,025.16			
	1612 annual maint-wwtp equip	1,371.31			
	1613 annual maint-wwtp equip	1,218.09			
	1614 annual maint-wwtp equip	931.92			
	1615 annual maint-wwtp equip	950.17			
045930	09/18/2017 Harbour Authority PC-SP	2,129.75	A/P	OUT-STD	09/18/2017
	820 professional services - traffic calming	2,129.75			
045931	09/18/2017 Kelly V. Drover	600.00	A/P	OUT-STD	09/18/2017
	Sep13-19 archival work - Sep13-19	600.00			
045932	09/18/2017 LW Consulting	575.00	A/P	OUT-STD	09/18/2017
	2017-17 consultation services-performance revie	575.00			
045933	09/18/2017 Maxxam Analytics Inc.	1,031.55	A/P	OUT-STD	09/18/2017
	SJ3264383 water testing	343.85			
	SJ3264800 water testing	687.70			
045934	09/18/2017 Modern Business Equipment	5.75	A/P	OUT-STD	09/18/2017
	AR382086 toner-fd copier	5.75			
045935	09/18/2017 Newfound Disposal Systems Ltd.	52.92	A/P	OUT-STD	09/18/2017
	0000519190 paper recycling	52.92			
045936	09/18/2017 Pik-Fast Express Inc.	27.60	A/P	OUT-STD	09/18/2017
	DC-1354 courier service	27.60			
045937	09/18/2017 Pinnacle Office Solutions	198.93	A/P	OUT-STD	09/18/2017
	125099 copier maint	198.93			
045938	09/18/2017 Richard Murphy	1,293.75	A/P	OUT-STD	09/18/2017
	Sep4-10 FD consultations Sep4-10	1,293.75			
045939	09/18/2017 SaltWire Network Inc.	662.41	A/P	OUT-STD	09/18/2017
	TM00004283 job ad-heavy equip operator	353.29			
	TM00004284 dis use ad-1519-1523Thor Rd	309.12			
045940	09/18/2017 Stokes International	359.69	A/P	OUT-STD	09/18/2017
	118301 6 pant belts, 6 ties, 1 officer (deputy chi	359.69			
045941	09/18/2017 Telus Going Mobile Wireless	667.00	A/P	OUT-STD	09/18/2017
	FRESHIN42101 phone upgrade-j.lawlor	667.00			
045942	09/18/2017 Town of Torbay	13,440.00	A/P	OUT-STD	09/18/2017
	2017145636 share of commissionaires-jul2-Jul15	4,480.00			
	2017145637 share of commissionaires-jul16-jul29	4,480.00			
	2017145638 share of commissionaires Jul30-Aug12	4,480.00			
045943	09/18/2017 Xerox Canada Ltd.	938.06	A/P	OUT-STD	09/18/2017
	F51354323 copier maint	938.06			
045945	09/21/2017 Benson Buffett in Trust	54,780.00	G/L	OUT-STD	09/21/2017
	3305-0000 Phase 2 Security Murrays Pond Bens	54,780.00			
045946	09/21/2017 Benson Buffett In Trust	3,000.00	G/L	OUT-STD	09/21/2017
	7000-5100 Settlement Murrays Pond Benson Buf	3,000.00			
045947	09/21/2017 Action Car & Truck Accessories	1,024.46	A/P	OUT-STD	09/21/2017
	10133912- LED lights FD	804.95			
	10165889 LED headlights fire 1	219.51			
045948	09/21/2017 AETTNL	276.00	A/P	OUT-STD	09/21/2017
	2334 membership fees-a.mckinnon	276.00			
045949	09/21/2017 Automotive Supplies (1985) Ltd	305.85	A/P	OUT-STD	09/21/2017
	107131 batteries	357.60			

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	92021 core return	-51.75			
045950	09/21/2017 Babb Lock & Safe Company Ltd.	116.15	A/P	OUT-STD	09/21/2017
	107459 Padlock for Voisey's small field	36.80			
	107771 3 locks	79.35			
045951	09/21/2017 Bell Mobility Inc. (Radio Division)	2,139.00	A/P	OUT-STD	09/21/2017
	2-10000894 2 portable hand held radios	1,952.70			
	2-1000925 2 chargers-fd	186.30			
045952	09/21/2017 Benson Buffett	8,382.48	A/P	OUT-STD	09/21/2017
	76073 misc legal fees	1,175.51			
	76075 17-19 Hibbs Pl.	1,068.64			
	76076 land claim-howley	3,565.14			
	76077 residency research	1,432.10			
	76078 water & sewer regulations	1,141.09			
045953	09/21/2017 Big Erics Inc.	134.32	A/P	OUT-STD	09/21/2017
	47264 hand sanitizers for parks	134.32			
045954	09/21/2017 Bugden Signs	309.35	A/P	OUT-STD	09/21/2017
	35824 Decals to cover FD wording on WW tru	309.35			
045955	09/21/2017 Canadian Linen & Uniform Service	100.35	A/P	OUT-STD	09/21/2017
	6500289484 floor mat rental	100.35			
045956	09/21/2017 Complete Transport Services	841.75	A/P	OUT-STD	09/21/2017
	39919 Repairs to an engine oil leak on rescue	841.75			
045957	09/21/2017 Construction Signs	743.48	A/P	OUT-STD	09/21/2017
	34664 SCHOOL CROSSING / NEW SIGNS	274.85			
	34670 Signs for Parks Gates	468.63			
045958	09/21/2017 Corporate Express	846.93	A/P	OUT-STD	09/21/2017
	45426573 labels, ink cartridges, binders	846.93			
045959	09/21/2017 Dulux Paints	206.41	A/P	OUT-STD	09/21/2017
	852902032531 5 gallon pail strainer	65.14			
	859002023917 20 liters white road paint	141.27			
045960	09/21/2017 E. Tucker & Sons Ltd.	490.08	A/P	OUT-STD	09/21/2017
	40714 Manufacture steering linkage for ride or	490.08			
045961	09/21/2017 East Coast Hydraulics	100.71	A/P	OUT-STD	09/21/2017
	0000739381 hose,wire	100.71			
045962	09/21/2017 Eastern Medical Supplies Ltd.	1,552.50	A/P	OUT-STD	09/21/2017
	000273556 Automatic defibrillator	1,552.50			
045963	09/21/2017 Elaines Convenience Inc.	450.33	A/P	OUT-STD	09/21/2017
	173/174/175 Misc w/s, facilities, rec supplies	450.33			
045964	09/21/2017 Emco Supply	2,008.99	A/P	OUT-STD	09/21/2017
	12614470-00 100 ft snake	352.99			
	12615207-00 water&sewer maint supplies	1,656.00			
045965	09/21/2017 Fastenal Canada Company	683.81	A/P	OUT-STD	09/21/2017
	NFMOU173720 300' open reel long tape	107.66			
	NFMOU174047 Nitty Gritty Gloves	576.15			
045966	09/21/2017 Frederick Hollett	1,437.50	A/P	OUT-STD	09/21/2017
	Sep10-16 fd consultations Sep10-16	1,437.50			
045967	09/21/2017 Fun 'N' Fast	137.94	A/P	OUT-STD	09/21/2017
	38784 PPE chaps for using chainsaw	137.94			
045968	09/21/2017 GFL Environmental Inc.	2,001.98	A/P	OUT-STD	09/21/2017
	E60000036566 dump/replace garb bin	2,001.98			

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045969	09/21/2017 Harvey & Company Limited	59.06	A/P	OUT-STD	09/21/2017
	1041433 radiator cap Unit 35	59.06			
045970	09/21/2017 Hazmasters	335.69	A/P	OUT-STD	09/21/2017
	6005992 2 confined space harnesses	197.69			
	6011037 spreader bar	138.00			
045971	09/21/2017 Heritage Foundation of NL	200.00	A/P	OUT-STD	09/21/2017
	2017-002 registration-forum-j.pomeroy	200.00			
045972	09/21/2017 Home Depot	82.51	A/P	OUT-STD	09/21/2017
	3461734 DRILL BITS	29.52			
	4411977 SCREWS FOR SIDING, CAULKING (C	52.99			
045973	09/21/2017 IBS of Atlantic Provinces	33.12	A/P	OUT-STD	09/21/2017
	60015083 exit light batteries	33.12			
045974	09/21/2017 Interex	46.00	A/P	OUT-STD	09/21/2017
	66151 2 door handles-stall doors-voiseys	46.00			
045975	09/21/2017 Irving Oil Limited	1,209.58	A/P	OUT-STD	09/21/2017
	147955 gas	1,209.58			
045976	09/21/2017 Kent Building Supplies	716.26	A/P	OUT-STD	09/21/2017
	15288580 SUPPLIES FOR PAINTING REPLACE	109.41			
	15290144 pine for rec games	37.04			
	152920640 pine for rec games	51.06			
	15297240 2x4x12 (6), 12 cable straps, paint stirer	95.16			
	15301971 8 foot extension ladder - facilities	210.84			
	1672626 Electrical supplies for WS, spray cans f	128.47			
	1672994 10 board, 500 screws-garbage boxes	84.28			
045977	09/21/2017 Mark's Work Wearhouse	138.00	A/P	OUT-STD	09/21/2017
	730-113562 MENS DAKOTA 529-8 INCH HD3 CSA	138.00			
045978	09/21/2017 Micmac Fire & Safety Source Ltd.	753.25	A/P	OUT-STD	09/21/2017
	NL-00845640 bunker boots	753.25			
045979	09/21/2017 North Atlantic Supplies Inc.	729.10	A/P	OUT-STD	09/21/2017
	52150 48 pairs hercules work gloves	400.20			
	53094 rainsuit return	-109.25			
	53095 RUBBER DISPOSABLE GLOVES FOF	46.00			
	53147 Work Gloves	300.15			
	53191 Disposable Gloves	92.00			
045980	09/21/2017 Overhead Door Company	162.15	A/P	OUT-STD	09/21/2017
	57047 repairs to overhead doors FD	162.15			
045981	09/21/2017 Parts for Trucks	127.95	A/P	OUT-STD	09/21/2017
	40396265-00 Air dryer filter - Unit #32	113.01			
	40396328-00 refund	-113.01			
	40396564-00 Tire selant	41.76			
	40397433-00 excavator - beacon light	86.19			
045982	09/21/2017 Paul Squires Sheet Metal	126.50	A/P	OUT-STD	09/21/2017
	276030 well cover - fd	126.50			
045983	09/21/2017 Petroleum Measurement Integrators Limited	324.30	A/P	OUT-STD	09/21/2017
	IN00012984 14 Proximity Cards - Fuel Management	324.30			
045984	09/21/2017 Princess Auto Ltd.	498.41	A/P	OUT-STD	09/21/2017
	645330 WHEEL, 2 CANS SPRAY PAINT FOR	60.23			
	649761 Airhose & Fittings	191.29			
	657265 wrenches for garage	246.89			

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 Cheques from 045853 to 046082 dated between 09/01/2017 and 09/29/2017

CHEQUE REGISTER

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Number	Issued	Amount	SC	Status	Status Date
045985	09/21/2017 Richard Murphy Sep11-17 Fd consultatiosn Sep11-17	517.50 517.50	A/P	OUT-STD	09/21/2017
045986	09/21/2017 Scope Industrial 5520408 Mower / Deck belt for club cadet tractor	123.63 123.63	A/P	OUT-STD	09/21/2017
045987	09/21/2017 St. John's Asphalt & Aggregate Inc. 002804 road gravel	589.88 589.88	A/P	OUT-STD	09/21/2017
045988	09/21/2017 Steelfab Industries Ltd. 0000133447 Box for WS truck 0000133448 2x4 steel tubing for sweeper	239.67 160.63 79.04	A/P	OUT-STD	09/21/2017
045989	09/21/2017 Telus Sept17 cells sept17	1,996.53 1,996.53	A/P	OUT-STD	09/21/2017
045990	09/21/2017 Terra Nova Motors Ltd. 354464 Handle for seat Unit #34	10.56 10.56	A/P	OUT-STD	09/21/2017
045991	09/21/2017 Tony's Tailor Shop 2234 alterations/additions-uniforms FD	478.40 478.40	A/P	OUT-STD	09/21/2017
045992	09/21/2017 Traction 506590429 Chains & Binders for mini excavator Ur	610.29 610.29	A/P	OUT-STD	09/21/2017
045993	09/21/2017 Valero Energy Inc. 4111486014 diesel	1,207.65 1,207.65	A/P	OUT-STD	09/21/2017
045994	09/21/2017 VitalAire 3979299 oxygen 3981058 cyclinder lease	62.59 42.79 19.80	A/P	OUT-STD	09/21/2017
045995	09/21/2017 Wajax Industrial Components RIN004385647 4 block bearings for sweeper	90.39 90.39	A/P	OUT-STD	09/21/2017
045996	09/21/2017 Benson Buffett 76074 Land Acquisition - Nearys Pond Rd	5,261.47 5,261.47	A/P	OUT-STD	09/21/2017
045997	09/21/2017 Grand Concourse Authority 17080 rainbow gully soccer field lighting & exp	63,696.95 63,696.95	A/P	OUT-STD	09/21/2017
045998	09/21/2017 NFLD Kubota Ltd. 30231 Mini- excavator and Trailer	75,072.00 75,072.00	A/P	OUT-STD	09/21/2017
045999	09/21/2017 S&L Enterprises 0793 2017 road maintenance package	82,709.84 82,709.84	A/P	OUT-STD	09/21/2017
046000	09/21/2017 Tract Consulting Ltd. PCSP-1635-WP2-04 maggies place work package two	54,751.50 54,751.50	A/P	OUT-STD	09/21/2017
046001	09/21/2017 Grand Concourse Authority 17078 claim#1-Voiseys brook park trail phase	63,168.79 63,168.79	A/P	OUT-STD	09/21/2017
046002	09/21/2017 Diamond, Construction & Development	250.00	A/R	OUT-STD	09/21/2017
046003	09/21/2017 Priddle, Craig & Tammy	250.00	A/R	OUT-STD	09/21/2017
046004	09/21/2017 Lawrence, Blair	400.00	A/R	OUT-STD	09/21/2017
046005	09/21/2017 B & L General Contracting Ltd.,	400.00	A/R	OUT-STD	09/21/2017
046006	09/21/2017 C/O Neil Thistle DSV Contracting 3513-0000 DSVC.001 PavementCutRefund-11 Mi	500.00 500.00	G/L	OUT-STD	09/21/2017
046007	09/26/2017 Kelly V. Drover Sept20-26 archival work sept20-26	600.00 600.00	A/P	OUT-STD	09/26/2017
046008	09/21/2017 PCSP Volunteer Fire Department 2nd/3rd 2nd & 3rd quarter FD social funds	5,000.00 5,000.00	A/P	OUT-STD	09/21/2017
046009	09/21/2017 Wade, Keith & Roxanne	251.14	A/R	OUT-STD	09/21/2017
046010	09/21/2017 Grand Concourse Authority 17087 Rainbow Guly Community Garden	287.02 287.02	A/P	OUT-STD	09/21/2017

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Town of Portugal Cove-St. Phillips
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Number	Issued	Amount	SC	Status	Status Date
046012	09/26/2017 Election Pay Void Reason: Done in error Elections 2017	310.00 -310.00*	A/P	*VOID*	09/26/2017
046013	09/26/2017 Election Pay Void Reason: Done in error Elections 2017	280.00 280.00*	A/P	*VOID*	09/26/2017
046014	09/26/2017 Bill Butt 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046015	09/26/2017 Margret Pippy 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046016	09/26/2017 Walter Milley 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046017	09/26/2017 Joan Bantleman 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046018	09/26/2017 Elizabeth Oates 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046019	09/26/2017 Deborah Churchill 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046020	09/26/2017 Millicent Mercer 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046021	09/26/2017 Rebecca Tucker 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046022	09/26/2017 Gordon Butt 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046023	09/26/2017 Lydia Spurrell 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046024	09/26/2017 Dawn Sharpe 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046025	09/26/2017 Keith Storey 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046026	09/26/2017 Jacqueline Squires 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046027	09/26/2017 Edna Tucker 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046028	09/26/2017 Peter Cluff 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046029	09/26/2017 Normand Ares 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046030	09/26/2017 Madeline Higgins 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046031	09/26/2017 Viola Spurrell 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046032	09/26/2017 Mike Jackman 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046033	09/26/2017 Keith Power 6220-1300	280.00 280.00	G/L	OUT-STD	09/26/2017
046034	09/26/2017 Mary Tobin 6220-1300	310.00 310.00	G/L	OUT-STD	09/26/2017
046035	09/26/2017 Viola Squires	280.00	G/L	OUT-STD	09/26/2017

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Number	Issued		Amount	SC	Status	Status Date
	6220-1300	Elections 2017 Viola Squires	280.00			
046036	09/26/2017 Donna Tucker		310.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Donna Tucker	310.00			
046037	09/26/2017 Diane Denine		280.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Diane Denine	280.00			
046038	09/26/2017 Ann Hong		310.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Ann Hong	310.00			
046039	09/26/2017 Dennis Byrd		280.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Dennis Byrd	280.00			
046040	09/26/2017 Bernice Amminson		310.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Bernice Amminson	310.00			
046041	09/26/2017 Beverly Hall		280.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Beverly Hall	280.00			
046042	09/26/2017 Donna McCullough		310.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Donna McCullough	310.00			
046043	09/26/2017 Jo-Anne Power		280.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Jo-Anne Power	280.00			
046044	09/26/2017 Linda Baird		310.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Linda Baird	310.00			
046045	09/26/2017 Joan Jackman		280.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Joan Jackman	280.00			
046046	09/26/2017 Angela Reardigan		310.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Angela Reardigan	310.00			
046047	09/26/2017 Madeline Gibbons		280.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Madeline Gibbons	280.00			
046048	09/26/2017 Dawn Cheeseman		310.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Dawn Cheeseman	310.00			
046049	09/26/2017 Ruth Hiscock		280.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Ruth Hiscock	280.00			
046050	09/26/2017 Sheila King		40.00	G/L	*VOID*	09/26/2017
	Void Reason: Wrong amount					
	6220-1300	Elections 2017 Sheila King	40.00			
046051	09/26/2017 Sharon Tucker		40.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Sharon Tucker	40.00			
046052	09/26/2017 Dorothy Milley		40.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Dorothy Milley	40.00			
046053	09/26/2017 Marian Hayden		40.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Marian Hayden	40.00			
046054	09/26/2017 Wally Penney		40.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Wally Penney	40.00			
046055	09/26/2017 Channele Tucker		240.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Channele Tucker	240.00			
046056	09/26/2017 Lynn Butt		240.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Lynn Butt	240.00			
046057	09/26/2017 Atlantic Home Furnishings & Flooring		1,149.88	A/P	OUT-STD	09/26/2017
	Stoves	stoves-rec	1,149.88			
046058	09/26/2017 Sheila King		120.00	G/L	OUT-STD	09/26/2017
	6220-1300	Elections 2017 Sheila King	120.00			
046059	09/28/2017 Athletics Northeast		171.52	A/P	OUT-STD	09/28/2017

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Number	Issued		Amount	SC	Status	Status Date
	2017-08	5k dory dash	171.52			
046060	09/28/2017	Bugden Signs	340.98	A/P	OUT-STD	09/28/2017
	35916	signs for soccer fields	165.60			
	35992	Minor softball banner	138.00			
	35997	engraving-bill chuchill plaque	37.38			
046061	09/28/2017	Cansel - St. John's	401.08	A/P	OUT-STD	09/28/2017
	90411497	Ink for plotter-Dev	401.08			
046062	09/28/2017	Corporate Express	1,570.90	A/P	OUT-STD	09/28/2017
	45452079	cash box,fan-library, expandable files-c	53.63			
	45466871	envelopes, ink, binders	613.79			
	45510159	easel,folders,papers,form holders,ink	903.48			
046063	09/28/2017	ESRI Canada Limited	120.75	A/P	OUT-STD	09/28/2017
	0042-0005	conference registration-h.duffett	120.75			
046064	09/28/2017	Frederick Hollett	1,487.43	A/P	OUT-STD	09/28/2017
	reimb-6612	reimb-coffee, funnell-FD	49.93			
	Sep17-23	fd consultations Sep17-23	1,437.50			
046065	09/28/2017	Heather Rowe	93.02	A/P	OUT-STD	09/28/2017
	BlockParty17	reimb supplies for block party Jacobs k	93.02			
046066	09/28/2017	James Burke	100.00	A/P	OUT-STD	09/28/2017
	block party	balloon entertainment - block party	100.00			
046067	09/28/2017	Kelly V. Drover	600.00	A/P	OUT-STD	09/28/2017
	Sep27-Oct3	archival work	600.00			
046068	09/28/2017	Municipal World Inc.	63.25	A/P	OUT-STD	09/28/2017
	2017Subscription	magazine subscription	63.25			
046069	09/28/2017	Neopost Canada	173.99	A/P	OUT-STD	09/28/2017
	6174384	postage meter lease	173.99			
046070	09/28/2017	Northeast Avalon Times	977.50	A/P	OUT-STD	09/28/2017
	5860	dis use gails view, full page ad	977.50			
046071	09/28/2017	Rogers Payment Centre	106.35	A/P	OUT-STD	09/28/2017
	Sep17	cable FD	106.35			
046072	09/28/2017	Scott Greeley	56.35	A/P	OUT-STD	09/28/2017
	00845669	reimb-ff bag	56.35			
046073	09/28/2017	Stan Butler	250.00	A/P	OUT-STD	09/28/2017
	SeniorProm	entertainment for senior prom	250.00			
046074	09/28/2017	Tickle Trunk Entertainment	450.00	A/P	OUT-STD	09/28/2017
	FallFest	face painter,balloon twister,mascot-fall	450.00			
046075	09/28/2017	Town of Torbay	9,177.45	A/P	OUT-STD	09/28/2017
	2017146775	commissionaires Aug13-26	4,480.00			
	2017146776	Commissionaires Aug27-Sep9	4,640.00			
	2017146777	shared cost of radio for commissionaire	57.45			
046076	09/28/2017	Kelly V. Drover	600.00	A/P	OUT-STD	09/28/2017
	Oct4-10	Archival work Oct4-10	600.00			
046077	09/28/2017	MQO Research	10,585.75	A/P	OUT-STD	09/28/2017
	006812-0000	Community survey-level of service revit	10,585.75			
046078	09/28/2017	Town of Flatrock	105.60	A/P	OUT-STD	09/28/2017
	2017019011	Killick coast games shirts	105.60			
046079	09/28/2017	Deborah Myers	500.00	G/L	OUT-STD	09/28/2017
	5180-4100	MYERD001 Pavement cut refund-Dog	500.00			
046080	09/28/2017	Richard Murphy	1,322.50	A/P	OUT-STD	09/28/2017

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Number	Issued		Amount	SC	Status	Status Date
	Sep18-24	fd consultations sep18-24	1,322.50			
046081	09/28/2017 Tracy Simmons		304.40	A/P	OUT-STD	09/28/2017
	092817	Reimb petty cash-office supplies, parki	304.40			
Cheque Totals Issued:			1,105,967.56			
Void:			630.00			
Total Cheques Generated:			1,106,597.56			
Total # of Cheques Listed:			210			

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Council Correspondence for September 13, 2017 – September 29, 2017

RECEIVED	CONTRIBUTOR	REGARDING	DISTRIBUTION
Sept 19, 2017	Qalipu Cultural Foundation	third annual Ke'tipnemk Fundraising Dinner & Silent Auction	For Information Only
Sept 21, 2017	MNL	Notice of Motion – Annual General Meeting 2017	All Council
Sept 25, 2017	Municipal Assessment Agency	Call for Nominations -Urban & Avalon Region Director	For Information Only
Sept 26, 2017	Dept of Municipal Affairs	Capital Investment Plan Approval	For Committee
Sept 26, 2017	Canadian Metal Health Association	Thank you for continued support of Tickle Swim	For Information
Sept 27, 2017	Dept of Municipal Affairs	MUNICIPAL CIRCULAR- Regional Government Public Consultations (Reminder)	For Information
Sept 27, 2017	National Defense	Army Reserve Open House	For Information
Sept 27, 2017	Gov of NL and Lab Fire and Emergency Services	Request for Financial Assistance under the Fire Protection Vehicle Program	For Committee

On behalf of Qalipu Cultural Foundation Chair,

I am pleased to bring this formal invitation and message to the respective members of Council. On October 14, 2017 from 6:00 – 9:00 PM the Qalipu Cultural Foundation will host its third annual Ke'tipnemk Fundraising Dinner & Silent Auction at Jennifer's Restaurant on Broadway in Corner Brook. Please, join us for a three-course meal, music, unique arts and crafts, and a night of celebration of indigenous culture.

Regards

Mitch Blanchard



Municipalities

Newfoundland and Labrador

Memorandum

To: MNL Members
From: Craig Pollett, Chief Executive Officer
Date: September 19, 2017
Re: Notice of Motion – Annual General Meeting 2017

TOWN OF PORTUGAL-COVE-ST-PHILIPS

SEP 21 2017

RECEIVED

Please be advised that the Board of Directors of Municipalities Newfoundland and Labrador is proposing the following change to be made the organization's By-Laws at the upcoming Annual General Meeting in Corner Brook.

Proposed Notice of Motion – 2017 AGM

It has been proposed that the By-Laws of Municipalities Newfoundland and Labrador be amended as follows:

Submitted by the MNL Board of Directors

All references to "Executive Director" be replaced with "Chief Executive Officer".

This Notice of Motion will also be printed in the 2017 Convention materials and distributed at registration in Corner Brook.

Thank you,

Craig Pollett, CEO

Registration



Municipal Delegate registration this year is \$450.00. Every municipality must complete the enclosed registration form and return it to the MNL Office with the registration fees by the deadline for registration which is - Friday, September 29, 2017. Each municipality may register any number of delegates but may only register 2 voting delegates. Voting Delegates must be members of council as municipal staff are not permitted to vote.

Resolutions – 2017

The deadline for resolutions is Friday, **September 29, 2017**. Attached please find our helpful guideline on how to draft a resolution.

Agenda

MNL Convention Committee is working on a comprehensive and interactive agenda once again this year. The preliminary agenda will be circulated to members in the coming weeks, and will be available on our website.

Accommodations

MNL holds all available accommodations in the region. Accommodations will be allocated by MNL on a first-come first-serve basis. Questions? Contact Christine Carter at ccarter@municipalnl.ca

Special/Dietary Needs

If any member of your Council or Staff require an accessible room, or have special diet requirements, please contact Renee Sharpe at rsharpe@municipalnl.ca or call 1-800-440-6536.

Partners Pass

Once again MNL is offering to purchase the "Partner's Pass". Same as last year, the "Partner's Pass" admits the ticket holder into all evening functions which include: opening ceremony, trade show, MNL regional night social and the banquet.

The fee for the Partner Pass is \$200 per partner.

Refunds Policy

Requests for refunds of Convention Registration fees must be sent in writing to MNL. Faxes are acceptable to meet the deadline, but requests must also be mailed to the MNL office.

Requests for refunds up to the deadline of registration, Friday, September 29, 2017, will receive a 75% refund of registration fees paid to MNL.

There will be no refunds issued after the deadline of registration, **Friday, September 29, 2017**.

Contact Ruby Piercey at rpiercey@municipalnl.ca for more information. (MNL Fax: 709-738-0071)

Nominations

This year the MNL Board positions for which nominations are being accepted, all for two-year term, are as follows: Avalon Director, Central Director, Eastern Director, Labrador Director, Northern Director, Western Director. Please complete and return the nomination form to the MNL office by close of business on **Friday, September 8th, 2016**.

Please note that nominations will not be accepted from the floor, unless there is an unexpected vacancy or if nominations were not received for an available position.

2017 MNL Convention Registration Form

Municipality: _____

Address: _____

Tel.: _____

Fax: _____



Delegate Name: _____

Position with Council: _____

Voting Delegate ☐ Yes ☐ No

Partner Name: _____

Delegate Name: _____

Position with Council: _____

Voting Delegate ☐ Yes ☐ No

Partner Name: _____

Delegate Name: _____

Position with Council: _____

Voting Delegate ☐ Yes ☐ No

Partner Name: _____

Delegate Name: _____

Position with Council: _____

Voting Delegate ☐ Yes ☐ No

Partner Name: _____

**A Partners Pass admits the ticket holder into all evening functions including; opening ceremonies, trade show, regional night social and banquet. A Partners Pass is NOT the same offering as the Partners Program that was held in previous years.*

Method of Payment

_____ X \$450 = _____
of Municipal Registrations

_____ X \$200 = _____
of Partner Passes

*Partner Pass allows admittance into evening events & banquet.

☐ Cheque enclosed

☐ E-mail Transfer may be sent to
rpercey@municipalnl.ca



Visa and Mastercard can only be accepted when registering online at: www.municipalnl.ca

- REFUND POLICY -

Requests for refunds must be sent in writing to MNL. Faxes are acceptable to meet the deadline, but requests must also be mailed to the MNL office. Requests for refunds up to the deadline of registration, Friday, September 29, 2017, will receive a 75% refund of registration fees paid to MNL.

There will be no refunds issued after the deadline of registration - Friday, September 29, 2017.

Please fax your completed registration form to MNL via fax (709) 738-0071.

Questions? Contact rpercey@municipalnl.ca

As an association representing all municipalities in Newfoundland and Labrador, having resolutions that are provincial in scope are better for the advocacy process. A good resolution is detailed and factual and includes clear, concise wording. Understanding the issue as presented in the operative clause is imperative to ensure that MNL's advocacy efforts are focused on the intent of the resolution. This document outlines the required components that must be included in a resolution for consideration by the MNL Advocacy.

Title: The title should give a clear indication of the resolution's intent. It should, at a glance, provide the reader an understanding of the topic matter and the desired outcome. (Example: Remove Boil Water Advisories in a Timelier Manner)

Preamble (aka 'Whereas' clause): The preamble provides context for the resolution. It concisely identifies the situation or environment prompting the resolution, as well as its impact or significance. Where practical, include:

- The source of your facts
- References to the specific legislation affected by or causing the problem
- Past resolutions or current lobby efforts on the same subject
- Recent incidents or developments

Operative Clause (aka 'Therefore be it resolved' clause): There are two main kinds of resolutions: **policy** and **directive**. A policy states the opinion of the group. A directive is a call to action. Consider the result you want and phrase the resolution accordingly. The operative clause should be succinct and complete. In isolation from the preamble and background, the reader should understand the resolution's intent exactly. These clauses can contain the following aspects:

- Recommendations for specific action
- Statements of opinions
- Requests for further consideration or monitoring
- Formation of a committee
- Writing a letter to key stakeholders
- Making a formal request
- Bringing a matter to the attention of key stakeholders, etc.

Member Background: The member background section provides in-depth information on the context and environment. Fundamentally, it includes and expands on all the relevant information contained in the preamble, such as:

- History of the issue
- References to specific legislation
- Past resolutions or current lobby efforts by MNL or other relevant organizations
- Recent incidents or developments
- Issue impacts, both positive and negative
- Identifying others stakeholders with a vested interest
- Supportive publications



2017 Nomination Form

We, the undersigned, hereby nominate: _____

Nominee's position with council: _____

From the municipality of: _____

For the position of: ☐ President ☐ Urban Municipalities Director (UMC)
☐ Vice President ☐ Small Towns Director

Dated this _____ day of _____, 2017 at _____

I, _____, accept the above nomination.

Signature
of mover: _____
Signature Please print Position with council

Signature
of seconder: _____
Signature Please print Position with council

Signature
of witness: _____
Signature Please print Position with council

Nominations close on Monday, October 2, 2017.



Municipal
Assessment
Agency Inc.

Corporate Office
75 O'Leary Avenue, St. John's, NL A1B 2C9
Tel: 709-724-1532 Fax: 709-724-1531
Toll Free: 1-877-777-2807

TOWN OF PORTUGAL COVE-ST-PHILIP'S

SEP 25 2017

RECEIVED

September 22, 2017

Municipality of Portugal Cove-St.Philip's
1119 Thorburn Road
Portugal Cove-St. Philip's, NL
A1M 1T6

Attention: Town Clerk/Manager

Call for Nominations – Urban and Avalon Region Director
Municipal Assessment Agency

Would you please ensure the enclosed material is brought to Council's attention as soon as possible? Nominations for this position on the Agency's Board close at 4:00 PM, NST on October 26, 2017 and only nomination forms received in our head office by that time will be accepted. To assist in meeting the deadline, faxed nomination forms will be accepted.

Your municipality is entitled to nominate and vote for the position of Urban and Avalon Director.

Ballots will be forwarded by November 1, 2017 and voting will be completed by December 14, 2017. Our auditors will be assisting in the voting process that will be conducted by mail.

I appreciate your assistance in this matter. Please contact me by telephone at (709) 724-1540 if you have any questions.

Regards,

SEAN MARTIN
Executive Director/CEO
Municipal Assessment Agency

SM/cm

Enclosures (2)

cc Mayor Bob Hobbs, Chairperson
Nominating Committee



NOMINATION FORM

Municipal
Assessment
Agency Inc.

Board of Directors

Nomination

The Municipality of _____ is pleased to nominate _____
Name of your community

for the position of _____ Director on the Board of the Municipal Assessment Agency.
Region

Signature

Date

(an elected municipal official authorized to sign on behalf of Council)

Requirements for Nomination

- Nominee is an elected municipal official in a client municipality of the Agency.
- The municipality's account with the Agency is not more than ninety days in arrears.
- Candidate must be at least nineteen years of age*.
- Candidate is not mentally incompetent and has not been found incompetent by a court in Canada or elsewhere*.
- Candidate is not a bankrupt*.

Nominee Information

I accept the nomination and agree to stand as a candidate for the Board of Directors of the Municipal Assessment Agency. I have read the requirements for nomination, and I see no impediment to my candidacy.

Signature

Name
(as it will appear on the ballot)

Date

Municipality

Email Address

Contact Number

This form must be received in the office of the Agency's Executive Director no later than 4:00 PM, NST October 26, 2017. **Late nominations cannot be accepted.** Please forward completed forms:

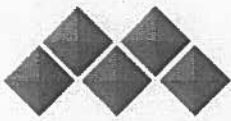
By mail:

Mr. Sean Martin
Municipal Assessment Agency
75 O'Leary Avenue
St. John's, NL A1B 2C9

By fax:

Mr. Sean Martin
(709) 724-1529 (fax number)

*Requirement of the *Corporations Act*



**Municipal
Assessment
Agency Inc.**

Nomination Process

Q. What is the Municipal Assessment Agency?

- A. The Municipal Assessment Agency is the corporation responsible for providing real property valuations for property tax purposes under the Assessment Act. A ten member Board governs the Agency, comprising six elected municipal officials, two taxpayer representatives, and a representative each of the MNL and PMA. The municipal clients elect the six municipal representatives. The remaining nominees are appointed by either the provincial government or their representative group.

Q. Who can run for the Board?

- A. Any elected municipal official is eligible to be nominated provided they meet some basic requirements. The municipality they serve must be a client of the municipality whose account is not more than ninety days in arrears. The individual must be a member of council and must meet the criteria provided by the Corporations Act, namely the individual must:
- a) be nineteen years of age or older
 - b) not be mentally incompetent or has been found so by a court in Canada or elsewhere
 - c) not have the status of a bankrupt.

An individual councillor is eligible to be nominated as the director for the grouping to which their municipality belongs.

Q. What is the deadline for nominations?

- A. Nominations will close 4:00 PM NST on October 26, 2017. Only nominations received at the office of the Agency's Executive Director at that time will be considered. Nomination forms can be faxed or mailed, but will not be accepted after 4:00 PM NST on October 26, 2017. Ballots will be distributed by November 1, 2017 and the election period will close on December 14, 2017.

Q. What is the term of the Board? Is there any compensation?

- A. Board members will be elected for a four year term and the successful candidates will serve until December 31, 2021. An honorarium is paid and all reasonable expenses associated with Board activities are reimbursed in accordance with the Agency's policy.

Q. What if I have any other questions?

- A. Please call the Agency's Executive Director, Mr. Sean Martin at (709) 724-1540.

Mayor Lucier & the
Town of Portugal Cove
St. Philips,

On behalf of the Board
& staff at CMHA - NL
thank you for your
continued generous
support of our
Little Seem. We
look forward to working
with you again next
year. Many Thanks
Beverly Hiscock Dan Boddy

Association canadienne
pour la santé mentale
La santé mentale pour tous

Canadian Mental
Health Association
Mental health for all



Beverly Hiscock, Ccm, BA
Manager of Fund Development
and Communications

bhiscock@cmhanl.ca

Newfoundland and Labrador Division
603 Topsail Road
St. John's, NL A1E 2E1
Tel: 709-753-8550 ext. 104
Toll Free: 1-877-753-8550 (toll free)
Fax: 709-753-8537
www.cmhanl.ca

From: Regional Government Consultations [<mailto:RegionalGovernment@gov.nl.ca>]
Sent: Wednesday, September 27, 2017 10:13 AM
To:
Subject: MUNICIPAL CIRCULAR- Regional Government Public Consultations (Reminder)
Importance: High

Good morning,

Please see attached:

- i) A municipal circular regarding the ongoing **Regional Government Public Consultations** from Mary Oley, Director of Local Governance and Planning, Department of Municipal Affairs and Environment
- ii) A poster outlining all upcoming in-person public consultation sessions

The Department of Municipal Affairs and Environment wishes to thank all municipal councilors and residents who have participated in this process to date. Regional Government Public Consultations conclude on November 17, 2017 so we encourage you to continue to participate and share information about these consultations with your residents. Please visit www.engageNL.ca to learn more.

Thank you,

Regional Government Public Consultations

Local Governance and Planning Division
Department of Municipal Affairs and Environment
4th Floor (West Block), Confederation Building
P.O. Box 8700
St. John's, NL, A1B 4J6

709-729-5466

DOC/2017/04124

Circular

To: All Municipalities

Re: Public Consultations on Regional Government

Date: September 27, 2017

Public consultations on regional government are ongoing across the province. The Department of Municipal Affairs and Environment (the "Department") greatly appreciates the participation and promotion of this consultation process to date, by municipalities. In recognition of newly elected municipal councillors, the Department would like to again invite councillors to take part in consultations, and encourage residents to engage and provide comments.

Exploring changes to current local government structures to facilitate greater service sharing, and ensuring sustainable governance is a significant and challenging undertaking. Decisions on regional government could impact municipalities; therefore, Government must hear from municipal residents on a way forward.

There are twelve more in-person consultation sessions planned prior to the end of this consultation phase. Please see the attached consultation schedule to determine if there is an upcoming session in your area. To register for a session please visit www.EngageNL.ca, email regionalgovernment@gov.nl.ca or call 709-729-5466.

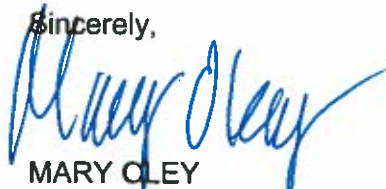
Additionally, you may visit www.EngageNL.ca to learn about other ways to provide feedback on regional government, including:

- Completing an online questionnaire on regional government;
- Emailing regionalgovernment@gov.nl.ca with your feedback;
- Hosting your own consultation on regional government within your community;
- Calling 1-844-729-5268 and leaving a message; and/or
- Reviewing and completing the Regional Government Discussion Document.

The deadline for providing comment is November 17th, 2017.

We look forward to hearing from you, and residents of your municipality on this issue.

Sincerely,



MARY OLEY
Director of Local Governance and Planning
Department of Municipal Affairs and Environment

Regional Government Public Consultations

Fall 2017



Schedule

All sessions will take place from 7:00-9:30PM

September 6	St. John's	Roncalli Elementary
September 7	Carbonear	Royal Canadian Legion
September 11	Placentia	Royal Canadian Legion
September 12	Ferryland	Regional Arts Centre
September 13	Clareville	College of the North Atlantic
September 14	Bonavista	College of the North Atlantic
September 18	Twillingate	Crow Head Community Centre
September 19	Baie Verte	College of the North Atlantic
September 20	Grand Falls-Winsor	St. Joseph's Hall
September 21	Harbour Breton	The Southern Port Hotel
October 2	Gander	Quality Hotel and Suites
October 3	Lewisporte	Woolfrey's Pond Park Chalet
October 4	New-Wes-Valley	Salvation Army Hall
October 5	Marystown	Marystown Hotel & Convention Centre
October 16	Port aux Basques	College of the North Atlantic
October 17	Stephenville	Days Inn
October 18	Corner Brook	College of the North Atlantic
October 19	Rocky Harbour	Fisherman's Landing Inn
October 23	St. Anthony	Grenfell Interpretation Centre
October 24	L'Anse au Loup	L'Anse au Loup Town Hall
October 25	Happy Valley-Goose Bay	Hotel North Two
October 26	Labrador City	College of the North Atlantic

To register for a session please visit EngageNL.ca
or for more information call 709-729-5466





TOWN OF PORTUGAL-COVE-ST-PHILIP'S

SEP 27 2017

RECEIVED

Deputy Commander
37 Canadian Brigade Group
115 The Boulevard
St. John's, NL A1C 6B5

26 September 2017

Town of Portugal Cove-St. Phillips Mayoral Office and Town Council
1119 Thorburn Road
Portugal Cove-St. Phillips, NL A1M 1T6

Your Worship and Town Councillors,

It is my distinct pleasure to invite you and your Town Councillors to attend our Army Reserve Open House from 9 a.m. to 4 p.m. on September 30, 2017 at the Surgeon LCdr W. Anthony Paddon Building, located at 115 The Boulevard.

This Open House provides an opportunity for local residents to get to know the Army in Atlantic Canada and gain a better understanding of our role in the community. This is a great opportunity to meet our soldiers, see our equipment, and gain first-hand experience of Army training.

I'm certain you can attest to the qualities and attributes demonstrated by our young Reservists in the community. In addition to good pay, access to excellent fitness facilities and funding support for university and college programs, we also build character and develop leaders. I can honestly say that the Army Reserve deserves its reputation as an employer of choice for young Canadians.

I look forward to meeting you or any of your Town Councillors at our facilities as our soldiers demonstrate their skills and knowledge. There will be two tours for Special Guests: one at 11:30 a.m. and another at 2:30 p.m. Please dress casually and RSVP per the details below.

RSVP to Second-Lieutenant Ben Eagleson: Eagleson.ben@forces.gc.ca or (709) 733-3896. Additional information will be provided upon confirmation of attendance.

Thank you as always for your support and consideration.

K.R. (Kirk) Smith
Lieutenant-Colonel