

**Public Council Meeting  
Tuesday, December 19, 2017 at 7:00 pm  
Location: Council Chambers**

1. Call of Meeting to order
2. Adoption of Agenda for December 19, 2017
3. Delegations/Presentations
4. Adoption of Minutes of December 5, 2017
5. Business Arising from Minutes
6. Committee Meeting Reports

a) Planning & Development Committee – Councillor Harding

Applications:

- 1) Civics # 12-16 Western Heights – Accessory Building

Correspondence:

- 2) Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 773 Indian Meal Line)
- 3) Department of Fisheries and Land Resources – Crown Land Application Referral (Civics # 775-783 Indian Meal Line)
- 4) Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 372-374 Dogberry Hill Road)
- 5) Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 1783-1795 Portugal Cove Road)
- 6) Advisory Committee on the Environment – Concerns Regarding Development Around Waterbodies
- 7) Civic # 69-75 Tolt Road – Complaint Regarding Rodent Traps on Property

Discussion:

- 8) Chesley-Van Heights Stage V – Final Acceptance
- 9) Windsor's Gate Stage I – Final Acceptance
- 10) Baccalieu Horizon Stage I – Final Acceptance
- 11) Single Dwellings off Right-of-Ways
- 12) Amendment to Development Regulation # 10 (Discretionary Powers of Council)

Permits Issued:

- 13) Permits issued from November 24th to December 7th, 2017

b) Recreation/Community Services - Councillor Stewart Sharpe

- 1) No meeting held

**c) Public Works - Councillor Bartlett**

- 1) Sidewalk Snow Clearing & Ice Control Policy
- 2) Traffic Calming Review Reports
- 3) 27 Emberleys Road
- 4) Newbury Street Turning Restrictions

**d) Economic Development, Marketing, Communications and Tourism - Councillor Neary**

- 1) Advisory Committee Updates
- 2) General Communications
- 3) Information from Resident
- 4) Agriculture
- 5) Chamber of Commerce
- 6) Ran Lab – Statistical Analysis
- 7) Town Signs Proposal

**e) Protective Services - Councillor Hanlon**

- 1) Commissionaires – Municipal Enforcement
- 2) FES Updates

**f) Administration and Finance – Deputy Mayor Laham**

- 1) Accounts for Payment
- 2) Meadow Heights Change Order
- 3) Resident request
- 4) Budget
- 5) 2018 Council Meeting Dates

**7. Correspondence for December 4 to December 15, 2017**

**8. New/General/Unfinished Business**

- 1) Year-end Staff Appreciation

**9. Agenda items/Notice of Motions etc.**

**10. Adjournment**





Portugal Gove  
St. Philip's

# **DELEGATIONS / PRESENTATIONS**



Portugal Gove  
St. Philip's

# MINUTES



**TOWN OF PORTUGAL COVE-ST. PHILIP'S**  
 December 5, 2017  
 Regular Public Council Meeting 7:00 p.m.

<b>IN ATTENDANCE:</b>	Mayor Deputy Mayor Councillors:	Carol McDonald Jeff Laham Dave Bartlett Darryl J. Harding Johnny Hanlon Madonna Stewart Sharpe Tina Neary Chris Milley Dawn Sharpe Les Spurrell Claudine Murray
	Town Manager/Engineer Recreation & Community Service Planning Technician Deputy Town Clerk	

Mayor McDonald called the meeting to order, welcomed the gallery of 20 persons in attendance.

**DELEGATIONS/PRESENTATIONS**

- None for this meeting

**ADOPTION OF AGENDA**

Motion: Hanlon/Bartlett  
 2017-508 Resolved that the Agenda dated December 5, 2017, be adopted as circulated.  
 Carried Unanimously

**ADOPTION OF MINUTES**

Motion: Bartlett/Hanlon  
 2017-509 Resolved that the minutes of November 21, 2017 be adopted as circulated.  
 Carried Unanimously

**BUSINESS ARISING**

**1. Meetings over last 2 weeks**

- TM and Director of Public Works had meeting with Harbourside Engineering on November 22 regarding municipal insight into a traffic study being prepare for the Province in the area of the Ferry terminal.
- TM, Director of Finance and a number of councillors met with DMAE and Vigilant Management on November 22 regarding strategy for halting the residential water metering project and deferring the funds in accordance with recent notice of motion.

- TM, Director of Finance, and Director of Economic Development presented at the public budget meeting on November 22 where council was present to here input from residents. Two community groups and an individual provided council and residents with their own presentation for their consideration.
- The Deputy Town Clerk and representative of the OIPC hosted an ATIPPA training session for the council as well as members of council and staff from other Killick Coast towns on November 23. The information was focused on how Municipalities are impacted by the legislation.
- TM and Planning Coordinator met on November 29 with a resident regarding a property subdivision solution that would be mutually beneficial for the Town's operations.
- TM, Director of Finance and a number of councillors met with the awarded meter contractor and Vigilant Management on November 29 regarding negotiations for halting the residential water metering project and deferring the funds in accordance with recent notice of motion and as follow up to meeting with DMAE on 22<sup>nd</sup>.
- TM had to cancel on a training session with the Planning coordinator put off by Newfoundland and Labrador Association of Professional Planners on Planning for an age supportive community. The Coordinator brought back information showing that recent initiatives suggests we are on the right track for responding to pressures related to an aging population.
- Council hosted three community groups last night to learn about their mandate ahead of setting this year's budget. The groups that presented to Council were Citizens for Fairness, Hiking and Walking, and the Agriculture Group

## COMMITTEE REPORTS

### Planning & Development Committee Report of November 27, 2017– presented by Councillor Harding

#### 1. Civics # 176 & 160-194A Western Gully Road – Residential Subdivision

Motion: Harding/Laham

**2017-510 Resolved that the application to subdivide property and construct an unserviced residential subdivision at Civics # 176 and 160-194A Western Gully Road be granted approval in principle as per Appendix A: Tabled Report.**

Carried Unanimously

#### 2. Civic # 201A Beachy Cove Road – Single Dwelling

Motion: Harding/Laham

**2017-511 Resolved that the application to construct a single dwelling at Civic # 201A Beachy Cove Road be rejected as per Appendix A: Tabled Report.**

Carried For: Mayor McDonald, Deputy Mayor Laham, Clr. Bartlett, Clr. Harding, Clr. Neary, Clr. Stewart Sharpe

Against: Clr. Hanlon

#### 3. Civic # 1583-1589 Portugal Cove Road – Subdivide Property

Motion: Harding/Bartlett  
**2017-512 Resolved that the application to subdivide property at Civic # 1583-1589 Portugal Cove Road be granted approval in principle as per Appendix A: Tabled Report.**

Carried Unanimously

4. Civic # 217-231 Dogberry Hill Road - Business

Motion: Harding/Hanlon  
**2017-513 Resolved that the application to establish a light industry business (office and specialty trailer rentals) at Civic # 217-231 Dogberry Hill Road be rejected as per Appendix A: Tabled Report.**

Carried Unanimously

5. Town of Torbay – Proposed Amendment to the St. John’s Urban Region Regional Plan

The Planning Department is in receipt of a letter from the Town of Torbay proposing to amend the St. John’s Urban Region Regional Plan to coincide with a proposed amendment to the Town’s Municipal Plan & Development Regulations currently under review. This amendment involves the re-designation land off Barn Mash Road from Rural to Urban Development for the development of a single lot.

Motion: Harding/Bartlett  
**2017-514 Resolved that Council forward correspondence to the Town of Torbay stating that they have no concerns with the proposed amendment.**

Carried Unanimously

6. Development Regulations Amendment No. 4, 2017 (Maximum Street Length)

Notice of Public Consultation for this amendment was published in the Saturday, November 18<sup>th</sup>, 2017 edition of The Telegram and from November 18<sup>th</sup> to November 28<sup>th</sup>, 2017 a copy of the proposed amendment was posted on the Town’s website and was available for public viewing at the Town Office (during normal working hours). As no written comments were received by the Town during this time period, the Committee recommends the following:

Motion: Harding/Laham  
**2017-515 Resolved that Council adopt Development Regulations Amendment No. 4, 2017, and forward the documents to the Department of Municipal Affairs and Environment for review and registration, as per the Urban and Rural Planning Act, 2000.**

Carried Unanimously

7. Items # 7 through 20 are other items that were discussed at the Committee’s meeting.

Detailed information regarding these items can be found in Appendix A: Tabled Report.

8. Permits Issued

There were twelve (12) permits issued from November 10<sup>th</sup> to November 23<sup>rd</sup>, 2017 as per Appendix A: Tabled Report.

**Recreation & Community Services Committee for November 29, 2017 – presented by Councillor Stewart Sharpe**

1. Canada 150 Commemorative Ceremony

Nick Whalen, Member of Parliament for St. John's East, will be holding a special Canada 150 Commemorative Ceremony to honor special constituents in his riding. Each municipality is asked to submit a name of someone in their community who really makes a difference; is a true community builder. It can be a person who gives back to the community, an exceptional ambassador, or someone committed to a worthy cause or advocates for others. Each recipient will receive a special certificate and a commemorative Canada 150 pin that includes a piece of the original copper from the roof of the Parliament Building. As well, we will host a ceremony to celebrate the recipients, along with Mayors and invited guests. The Town of Portugal Cove – St. Philip's has submitted Bradley Moss for this special honor. Bradley was named Volunteer of the Year at the Best of PCSP Awards in April. Further details of this event will be made available to Council as they are determined.

2. Lifestyle Centre

The Recreation Committee discussed the misconceptions that some residents have regarding the Lifestyle Centre and the steps that the Recreation Department needs to take to inform the community on this project. Next week the Recreation Department and the Facility Lead will meet for a space planning session with Vigilant Management and Power- Brown Architect. Once the concept design is completed, council will host a public meeting to discuss the next steps with the residence and also discuss an option of a regional facility. The Recreation Committee emphasized the importance of redirecting the focus from the previously presented concept plan to the current plan that is being developed.

3. 2018 Recreation and Community Services Budget

The Recreation Committee reviewed the Recreation and Community Services Budget for 2018. Committee members made some recommendations for changes and the Recreation Director will present the budget to Council on Wednesday, December 6th.

**Public Works Committee Report for November 29, 2017 – presented by Councillor Bartlett**

1. Civic #7 Bauline Line Extension - Water & Sewer Servicing

Committee was provided an overview of the Town's efforts to provide servicing to the civic address #7 Bauline Line Extension. Committee requested the Town Manager follow-up with the property owner designate to inquire as to whether a decision has been made with respect to servicing for the property. The Town provided the property owner designate with a full overview

of available options and considerations in August 2015 and has been awaiting a response since that time.

## 2. Newbury Street Turning Restrictions

Committee was provided the history of the traffic study completed on Newbury Street and traffic calming measures implemented to date by the Town. An item on turning restrictions was outstanding, with staff seeking direction from Council as to next steps on this item.

Motion: Bartlett/Harding  
**2017-516 Resolved that Harbourside Transportation Consultants traffic report recommendation to place restrictions on the following turning movements be approved and implemented:**  
**1. No left-turns from Indian Meal Line onto Blagdon Hill between 7am and 9am;**  
**2. No right-turns from Portugal Cove Road onto Newbury Street between 4pm and 6pm.**  
 Carried For: Mayor McDonald, Deputy Mayor Laham, Clr. Bartlett, Clr. Harding, Clr. Neary, Clr. Stewart Sharpe  
 Against: Clr. Hanlon

## 3. Rainbow Gully Water & Sewer Servicing Tender

This tender came in over budget. Committee directed that the tender be cancelled. The project will be considered as part of budget considerations for 2018.

Motion: Bartlett/Laham  
**2017-517 Resolved that Council cancel the Rainbow Gully Water & Sewer Servicing Tender which closed on October 11, 2017.**  
 Carried Unanimously

## 4. Loader Tender PCSP-2017-005

This tender came in over budget and staff recommended cancelling the tender. Tendering for the purchase of a new loader is expected to be revisited in 2018.

Motion: Bartlett/Hanlon  
**2017-518 Resolved that Council cancel tender PCSP-2017-005 for the purchase of one (1) Front End Loader.**  
 Carried Unanimously

## 5. Loader Rental

Staff requested approval to undertake the rental of an additional loader under the 2016 Loader Rental Tender for a five (5) month period. This tender allows for the addition of up to two (2) additional loaders to the rental agreement. The monthly rental rate for this loader is \$7,350 taxes included. This will result in the Town having three (3) loaders under rental.

Motion: Bartlett/Harding

**2017-519 Resolved that Council approve an additional loader rental for a five (5) month period for the 2017-2018 snow season at a monthly rental rate of \$7,350 taxes included.**

Carried Unanimously

6. Staffing Follow-Up

Outstanding staffing items were raised and referred to the upcoming Committee of the Whole meeting.

7. Parking Lot Connectivity – Town Hall

Committee requested that staff look at options for pedestrian connectivity between the Fire Hall parking lot and the Town Hall rear parking lot. During Town events, such as the recent Christmas Tree lighting, it was evident that a pathway between the two areas would be beneficial. Staff indicated this item would be considered during the 2018 construction season.

**Economic Development, Marketing, Communications & Tourism**

- No meeting held, no report

**Protective Services Committee Report of November 27, 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 Municipal Enforcement Officer picked up all three signs and has delivered them to the Town Hall. The Committee discussed possible locations with the greatest visibility for the Crime Stoppers signs. Councillor Bartlett will bring this to the Public Works Committee for further recommendations.

Councillor Neary made note of the excessive number of vehicles parked on the roadside along Hardings Hill in proximity to a mechanic business. These vehicles are interfering with line of sight and creating safety issues. The MEO will make contact with the business owner to address this issue.

2. FES Updates

The Chiefs presented a template for reporting to the Committee. All agreed the format was comprehensive. The template encompasses the two week period prior to the Committee meeting.

There were 8 Responses for this report period:

- 1 RTA (Road Traffic Accident) – Portugal Cove Road at boundary with St. John's Regional
- Fire Dept.



- 6 Medical – nature of calls: infant breathing, suicide, attempted suicide, head injury, breathing, heart attack
- 1 Vehicle / trailer fire

Training:

- November 20th – pump operations
- November 27th – vehicle extrication, piercing nozzle, ice auger, review structure fire on
- Nov. 20<sup>th</sup>

Other Activity: presentation to Spark's at Station 2, PCSPi new school walk a thon, presentation in conjunction with Recreation to Rainbow 50+ group on Senior's Fall's and Fire Prevention

Acquisition Request: 10 SCBA cylinders. The background information and rationale have been tabled as Appendix B. As per the tabled report, the Committee puts forward the following:

Motion: Hanlon/Neary  
**2017-520 Resolved that the Town purchase 10 SCBA cylinders to be acquired from Acklands Grainger for a total of \$15,531.00 +HST.**  
 Carried Unanimously

3. SafePCSP

The Report Unsafe Driving rack cards have been printed for the SafePCSP community group and will be distributed at the Annual Christmas Parade.

**Admin. and Finance Committee Report of November 27, - presented by Deputy Mayor Laham**

1. Accounts for Payment

Motion: Laham/Bartlett  
**2017-521 Resolved that Council approve payment of regular accounts in the amount of \$63,016.03 and capital accounts in the amount of \$520,286.35 for a total of \$583,302.38 as tabled.**  
 Carried Unanimously

2. Meadow Heights Change order

Committee discussed a change order for extra costs related to a change in rock condition in contrary to the Geotechnical Report. The extra hours are based on down time for workers and subsequent equipment during rock busting operations. As a result, the Committee offers the following motion:

**MOTION: Resolved that that Council approve change order number 009 for project number 1612-2, Meadow Heights Sanitary Sewer Servicing project, increasing the amount of the contract by \$119,624.76 plus HST.**

Deferred for further discussion

3. Drovers Heights

Committee will defer discussion of the Drover Heights project until the budget groundwork is complete and the Committee can better understand financing options, town debt and available Town funds.

**CORRESPONDENCE**

- No correspondence received for this period.

**NEW/GENERAL/UNFINISHED BUSINESS**

1. Application

The Town is in receipt of email correspondence regarding a request for municipal approval with respect to a liquor license application for an existing restaurant (Landings) at Civic # 1933-1945 Portugal Cove Road.

Motion: Hanlon/Neary  
**2017-522 Resolved that Council forward correspondence stating that the Town has no objections with the issuance of a liquor license for the existing restaurant (Landings) at Civic # 1933-1945 Portugal Cove Road, in compliance with all regulatory bodies of government.**

Carried Unanimously

2. Round Table

Councillor Harding suggested at the end of each Council meeting, Council could hold an informal opportunity to speak in a go around/round table style regarding any issues that came up close to the meeting time that a Councillor wanted to bring forward.

**ADJOURNMENT**

Motion: Hanlon/Bartlett  
**2017-507 Resolved that this meeting be adjourned. Time is 7:29 pm.**

Carried Unanimously

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Carol McDonald, Mayor

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Claudine Murray, Deputy Town Clerk



Portugal Gove  
St. Philip's

# **BUSINESS ARISING**



Portugal Cove  
St. Philip's

# **PLANNING & DEVELOPMENT**

## Planning and Development Committee Report

December 12<sup>th</sup>, 2017

In Attendance: Councillor Darryl Harding (Chairperson)  
Deputy Mayor Jeff Laham  
Councillor Johnny Hanlon  
Les Spurrell, Planning & Development Coordinator  
Ashley MacKinnon, Planning Technician

Also in Attendance: Mayor Carol McDonald (Items # 1, 11 & 18-20)  
Chris Milley, Town Manager/Engineer  
Three Developers (Item # 13)  
Two Developers & Realtor (Item # 14)

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### **1. Civic # 12-16 Western Heights – Accessory Building**

**Motion:** The Committee recommends that the application to construct an accessory building at Civic # 12-16 Western Heights be granted approval in principle as per Appendix A: Tabled Report.

### **2. Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 773 Indian Meal Line)**

The Planning Department is in receipt of a referral related to an application for Crown land for the purpose of commercial development (topsoil screening and mulch production).

**Motion:** The Committee recommends that Council correspond with the Department of Fisheries and Land Resources advising that the Town recommends approval of the application for Crown Land at Civic # 773 Indian Meal Line as per Appendix A: Tabled Report.

### **3. Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 775-783 Indian Meal Line)**

The Planning Department is in receipt of a referral related to an application for Crown land for the purpose of commercial development (tractor storage and repair shop).

**Motion:** The Committee recommends that Council correspond with the Department of Fisheries and Land Resources advising that the Town recommends approval of the application for Crown Land at Civic # 775-783 Indian Meal Line as per Appendix A: Tabled Report.

### **4. Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 372-374 Dogberry Hill Road)**

The Planning Department is in receipt of a referral related to an application for a Crown land road reservation for the purpose of residential subdivision development.

**Motion:** The Committee recommends that Council correspond with the Department of Fisheries and Land Resources advising that the Town recommends approval of the application for Crown Land at Civic # 372-374 Dogberry Hill Road as per Appendix A: Tabled Report.

**5. Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 1783-1795 Portugal Cove Road)**

The Planning Department is in receipt of a referral related to an application for Crown land for the purpose of residential agriculture (vegetable garden).

**Motion:** The Committee recommends that Council correspond with the Department of Fisheries and Land Resources advising that the Town recommends approval of the application for Crown Land at Civic # 1783-1795 Portugal Cove Road as per Appendix A: Tabled Report.

**6. Advisory Committee on the Environment – Concerns Regarding Development Around Waterbodies**

The Planning Department is in receipt of correspondence expressing concerns regarding development activity in close proximity to waterbodies.

The Committee advised Staff to correspond stating that any development permitted within 30m of waterbodies would require approval from Council in accordance with Development Regulation 49 (Non-Conforming Use) or Fisheries and Oceans Canada and Council in accordance with Schedule E: Environmental Protection Overlay.

**7. Civic # 69-75 Tolt Road – Complaint Regarding Rodent Traps on Property**

The Planning Department is in receipt of correspondence from a property owner expressing safety concerns regarding rodent traps discovered on their property that they believe were placed by their neighbour.

The Committee advises Staff to correspond with the resident advising that this is a private matter between property owners that the Town would not become involved with.

**8. Chesley-Van Heights Stage V – Final Acceptance**

**Motion:** The Committee recommends that Council grant final acceptance of roads, as per Section 4.6 (Services and Works Vesting in the Town) of the Residential Subdivision Agreement for Stage V of the Chesley-Van Heights Residential Subdivision (dated May 8<sup>th</sup>, 2015) as per legal documentation submitted to the Town by the Developer.

**9. Windsor's Gate Stage I – Final Acceptance**

**Motion:** The Committee recommends that Council grant final acceptance of roads and infrastructure, as per Section 4.6 (Services and Works Vesting in the Town) of Residential Subdivision Agreement for Stage I of the Windsor's Gate Residential Subdivision (dated June 26<sup>th</sup>, 2014) as per legal documentation submitted to the Town by the Developer.

**10. Baccalieu Horizon Stage I – Final Acceptance**

**Motion:** The Committee recommends that Council grant final acceptance of roads and infrastructure, as per Section 4.6 (Services and Works Vesting in the Town) of Residential Subdivision Agreement for Stage I of the Baccalieu Horizon Residential Subdivision (dated September 15<sup>th</sup>, 2011) as per legal documentation submitted to the Town by the Developer.

**11. Single Dwellings off Right-of-Way's**

The Committee puts forward notice that a motion will be presented at the first public Council meeting in 2018 to complete an amendment to the Town's Municipal Plan and Development Regulations to allow development of single dwellings off right-of-way's within the Traditional Community Zone that are identified in legal documentation to have existed prior to amalgamation of Portugal Cove-St. Philip's.

**12. Amendment to Development Regulation # 10 (Discretionary Powers of Council)**

The Committee puts forward notice that a motion will be presented at the first public Council meeting in 2018 to complete an amendment to Development Regulation 10 (Discretionary Powers of Council) within the Town's Development Regulations to allow Council, at their discretion, to grant approval in principle to proposals that do not comply with the Town's Municipal Plan & Development Regulations with consideration of applicable reports and/or recommendations as identified within the Regulation.

The Committee Chairperson will refer the proposed amendment to the Committee of the Whole meeting for discussion.

**Items # 13 through 21 are other items that were discussed at the Committee's meeting. Detailed information regarding these items can be found in Appendix A: Tabled Report.**

**22. Permits Issued**

**There were twenty (20) permits issued from November 24<sup>th</sup> to December 7<sup>th</sup>, 2017 as per Appendix A: Tabled Report.**



Tabled items at end of  
Council Package for:

**PLANNING &  
DEVELOPMENT**





Portugal Cove  
St. Philip's

# **RECREATION & COMMUNITY SERVICES**

No meeting held



Portugal Gove  
St. Philip's

# **PUBLIC WORKS**



Public Works Committee  
December 13, 2017, 4:30pm

In attendance: Councillor Dave Bartlett, Chair  
Deputy Mayor Jeff Laham  
Councillor Darryl Harding  
Mayor Carol McDonald

Staff: Gail Tucker, Director of Public Works  
Linda Newhook, Public Works Coordinator

**1. Sidewalk Snow Clearing & Ice Control Policy**

Staff inquired with Committee as to whether there was any feedback on the draft Sidewalk Snow Clearing & Ice Control Policy previously shared with Committee. Staff were asked to distribute the draft policy via email to Committee of the Whole for discussion, with feedback to be brought back to Committee for the intended future adoption of the policy. Areas discussed for sidewalk snow clearing and ice control included school zones and select arterial and collector roads.

**2. Traffic Calming Review Reports**

Traffic calming reviews were completed on three roads in 2017 – Country Garden Road, Olivers Pond Road and Western Gully Road.

The report on Country Garden Road indicated (1) there is a minor shortcutting issue on Country Garden Road; (2) there is no significant speeding issue on Country Garden Road; (3) the Town's Speed Zone Policy recognizes this street as a local residential street which should have a posted speed limit of 50 km/hr; (4) Country Garden Road does not qualify for traffic calming due to its low average daily traffic volumes; (5) it is recommended that no traffic calming measures be installed on Country Garden Road. Staff inquired whether Committee was in agreement with the direction of the report. Committee indicated the recommendations of the report should be followed.

As per the July 12, 2017 Public Works Committee report, the review for Olivers Pond Road indicates that traffic volumes on this road are very low, however there are some concerns with localized speeding. The speed limit was assessed based on the Town's new speed limit policy and it has been determined that the speed limit should be set at 50 km/hr.

Western Gully Road met the threshold to proceed to the next steps of the Town's traffic calming policy, however that is at Council's discretion. Staff will request a quote to proceed with the next steps from Harbourside Consulting to inform the decision making process. The speed limit for this road was assessed and it was determined that the speed limit should remain at 40 km/hr.

Committee indicated it would like to set up public meetings for residents of each of the areas to discuss the findings. Public Works staff will engage the Town's communications staff on this.



**3. 27 Emberleys Road**

This item was referred to the Public Works Committee from the Planning & Development Committee. Committee was advised that the Planning & Development Committee decided that an embankment sloping issue adjacent to 27 Emberleys Road needed to be addressed by the Town. This item was referred to Public Works as it is felt to be a roads maintenance issue. The request involves the construction of a 4' high chain link fence at the top of the slope, along the property boundary of 27 Emberleys Road. An agreement will need to be executed with the property owner to indicate no future maintenance or liability requirements on the part of the Town. Staff will obtain quotes for this work, which will be brought back to Committee for approval to proceed with this work. The work is expected to be completed in the spring of 2018.

**5. Newbury Street Turning Restrictions**

Committee requested that staff extend the timeframe for the turning restrictions from Portugal Cove Road onto Newbury Street to include between 3pm and 6pm. The report recommendations indicated 4 pm to 6 pm.



Portugal Gove  
St. Philip's

**ECONOMIC DEV.,  
MARKETING,  
COMMUNICATIONS  
& TOURISM**



Economic Development,  
Marketing, Communications and  
Tourism Agenda  
Thursday, December 14, 2017  
3:30 pm

In attendance:

Councillor Tina Neary, Chair  
Councillor Dave Bartlett  
Councillor Madonna Stewart - Sharpe  
Jeff Lawlor, Director Economic Dev.,  
Marketing and Communications

### **1. Advisory Committee Updates**

#### ACE:

The Committee reviewed a proposal obtained by ACE from Gemtec Consulting for testing Millers Pond. The Committee will consider this proposal as a part of the 2018 budget, and will obtain additional quotes or bids through an RFP process. There will be public engagement with residents in the area.

The Committee reviewed the request from Glenn Sharp to join ACE:

**Motion: The Committee recommends that Glenn Sharp be appointed to the Advisory Committee on the Environment.**

#### Heritage Committee:

The Fanny Goff Memorial official opening will take place in the spring when the weather will accommodate a special event. The Heritage Committee is currently exploring partnerships with the new school on how to promote heritage to the students of Brookside Elementary.

The Committee reviewed the request from Ed Bonnell to join the Heritage Committee:

**Motion: The Committee recommends that Ed Bonnell be appointed the Heritage Committee.**

## **2. General Communications**

The Committee discussed a number of general communications issues. It is expected that as a part of the service level review there will be new standards developed, specifically in terms of response times from public inquiries. In addition, recommendations were made on internal communications including a new standardized format for Committee reports. This will be brought forward to management for action.

## **3. Information from Resident**

There have been some complaints regarding emails being inappropriately screened out during our email security screening. Triware will be engaged to try and mitigate these concerns while maintaining appropriate levels of security.

## **4. Agriculture**

The Committee further discussed the budget submission from the Agriculture Group and potential for agri-tourism in PCSP. In addition, staff is currently looking into potential areas of support including the strategic plan and joint projects. More specifically, the Agriculture community will be consulted on a potential project in partnership with MMSB to help reduce waste and promote composting.

## **5. Chamber of Commerce**

The Committee discussed correspondence from the Chamber regarding the creation of a Task Force. This will be discussed with the whole of Council for further action.

## **6. Ran Lab – Statistical Analysis**

The next phase of analysis of the perceptions and demographics survey completed by the majority of municipalities in the Northeast Avalon in 2015, has begun. This next phase is an extension of the original survey. The project is being funded primarily through ACOA and being completed regionally through MNL. The Harris Centres Regional Analytics Laboratory will be doing the analysis which will include population projections and the implications changing demographics has on municipal program and service delivery, industry, business, residents and economy. This was part of the 2017 budget at a cost of \$2500.

## **7. Town Signs Proposal**

The Town has received a proposal from Tract Consulting for sign development and wayfinding in PCSP. The proposal will be shared with the Chamber of Commerce to get business feedback and their input on the project.





Portugal Cove  
St. Philip's

# **PROTECTIVE SERVICES**



## **Protective Services Committee**

Tuesday, December 12, 2017

4:00PM

**IN ATTENDANCE:** Councilor Johnny Hanlon, Committee Chair  
Councilor Tina Neary  
Councilor Dave Bartlett  
Heather Coughlan, Employee & Public Relations Administrator  
Fred Hollett, Co-Chief – Volunteer Fire Department  
Peter Morey, Commissionaires NL (Item #1)

### **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 Committee discussed the option of towing vehicles in violation of regulations. Once you tow a vehicle you own it with regards to liability. The Public Works Coordinator will be making contact with Avalon Towing to discuss towing options and storage on their facility.

The Committee is following up with the Minister on progress with ticketing ability. Update will be brought back to Committee.

The Committee discussed the Commissionaires purpose and contract with the Town. More detailed information will be provided through the Committee reports to assist with a better understanding of their direction and activities.

### **2. FES Updates**

Activity Since Last Committee Meeting:

**Responses: 1**

- 5 Medical calls: Nov. 28, Dec. 3, 5, 10, 12
- 1 extra service call Dec. 1, smoke alarms sounding
- 1 residential alarm bells Dec. 1

**Training:**

- Dec. 4 Leadership
- Dec. 11 Personal Care home familiarization and pre-planning with DC Sharpe

**FD General Meeting (&SWOT):** Dec. 7 – Mayor McDonald, Councilor Neary and Councilor Hanlon visited with members of the Department during the General Meeting.

**Other Activity:** Christmas tree lighting and fireworks display on Nov. 28; Chiefs read to students at Beachy Cove Elementary on Nov. 29; supporting the Recreation Dept. with FD pickup PCSP Christmas Parade on Dec. 3; Dec. 11 visited personal care home for familiarization and Christmas visit, presented patients with Christmas stockings; FD Christmas party on Dec 8.

The Committee discussed submission of a capital funding request to FES-NL in 2018. A reminder will be added to the Protective Services agenda.

The Committee also discussed the budget submission made to Council for 2018 Fire Department budget considerations and provided further detail on capital requests. The information sheet provided by the Chiefs has been tabled as Appendix B: 2018 Capital Asks/Action Plan.

**Protective Services Committee**  
**APPENDIX A: TABLED MEO REPORT**

Protective Services Committee:

Municipal Enforcement Report:

December 12, 2017

- Warning tickets issued to 35 vehicles since Dec. 1<sup>st</sup>, we are only issuing tickets that are parked after 12am. Towing vehicles is an option, but they have to be stored in a secured lot. RNC will be called if vehicles are impeding snow clearing operations.
- Animal Protection Enforcement Training December 4-8, Animal Control bylaws will have to be updated to reflect the Animal Control Act.
- Tractor Trailer owner using Voisey's Brook parking lot for training. Spoke to the driver and owner that it was not allowed.
- Monitoring school bus, vehicle passing when bus is stopped. Speeding in Indian Meal Line when students are waiting for buses. RNC have been asked to patrol earlier in the morning.
- Dec. 1<sup>st</sup> ATV activity at Voisey's Brook Park, evidence that they were using the whole park. Entered by the small ball field, needs more large rocks to block access.

Upcoming:

- Continued surveillance in neighbourhoods during daytime for suspicious activities, parcel deliveries been left on front steps, open invitation to be stolen.

## Protective Services Committee

### APPENDIX B: 2018 CAPITAL ASKS / ACTION PLAN

#### PCSP FD

##### Capital Requests/Action plan; 2018 budget

The following 3 vehicles represent the capital fleet needs of the FD for the foreseeable future, barring some un-foreseen circumstance. In the view of the chiefs council needs to have a conversation around the dynamics of GNL funding realities and costs to be incurred by the town. Realizing that the town last received GNL funding for a pumper in 2012.

The town would be remiss if they did not apply for funding assistance, but the reality of what may be acquired needs to be contemplated. Lacking GNL funding the town will need to make decisions on the capital replacement actions.

##### **1998 Ford/Superior pumper (Engine 1)**

Recommend the town make an application to GNL in January 2018, for cost sharing on a replacement pumper tanker. Based on past pattern of government actions, if the GNL were to approve funding this would not occur until late in 2018 with the actual expenditure and acquisition by the town not occurring until late 2019 or early 2020.

##### **1998 International Rescue**

The town proceed to acquire a new rescue in 2018. Estimated cost \$225,000.00 + HST.

It is not recommended the town seek GNL funding assistance on this acquisition in view of the "ask" for financial assistance on the replacement pumper tanker

Town call tender for unit early 2018 with an anticipated receipt of unit late 2018 or early 2019.

##### **2011 Dodge pickup**

The unit is currently 7 years old. The use of the unit is not comparable to similar units at the Dept of PW who change out similar units on a 5 – 6 year cycle. In view of the nature of use this unit receives we anticipate it has several years life remaining thus we would recommend replacement in the fall of 2018 which may also provide the opportunity to secure a 2019 model year.

##### **Fire Halls & infrastructure ??????????**



Portugal Gove  
St. Philip's

# **ADMINISTRATION & FINANCE**



Administration & Finance Committee Report  
December 12<sup>th</sup>, 2017 – 4:00 p.m.

In attendance: Chairperson, Deputy Mayor Laham  
Councillor Harding  
Councillor Stewart Sharpe  
Mayor McDonald

Staff: Chris Milley, Town Manager /Engineer  
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 \$44,439.68 and capital accounts in the amount of \$303,400.67 for a total of \$ 347,840.35 as tabled.

2. Meadow Heights Change order

A motion to increase the amount of the Meadow Heights contract was deferred from the December 5<sup>th</sup> Administration and Finance report. With further information received, the committee puts forward the following motion:

**MOTION:** Resolved that that Council approve change order number 009 for project number 1612-2, Meadow Heights Sanitary Sewer Servicing project, increasing the amount of the contract by \$119,624.76 plus HST.

3. Resident request

Committee discussed correspondence received December 9<sup>th</sup> from a resident on Meadow Heights with water quality issues. The resident claims the issue is caused by the installation of waste water lines on his street. The request is asking the Town to provide a home inspection of water quality and, if need be, because of a poor result from the inspection, for the Town to pay excavation fees to connect the resident to the municipal water supply.

The Town Manager will follow up with the resident for details and clarification.

4. Budget

Budget presentations were given the Council and further discussions are ongoing.

**5. 2018 Council Meeting Dates**

Committee meeting week begins January 3rd and Council meetings begin January 9th as noted in the tabled Calendar.

**MOTION:** Committee recommends, as per past practice, that Council approve and adopt the 2018 Council Meeting Calendar with Council meetings for 2018 held every second Tuesday commencing on January 9th and that public notice will be posted at the Town Hall and on the Town's website.



**Accounts for Payment - December 12, 2017**

**REGULAR ACCOUNTS:**

<b>S0036957</b>	<b>11/14/2017</b>	<b>A. Harvey &amp; Company Ltd.</b> 274.53 tons of road salt	<b>\$</b>	<b>34,380.77</b>
<b>Membership18</b>	<b>12/6/2017</b>	<b>Municipalities Newfoundland &amp; Labrador</b> 2018 membership MNL & PMA	<b>\$</b>	<b>10,058.91</b>
		<b>TOTAL REGULAR ACCOUNTS:</b>	<b>\$</b>	<b><u>44,439.68</u></b>

**CAPITAL ACCOUNTS:**

<b>17126</b>	<b>11/28/2017</b>	<b>Grand Concourse Authority</b> Claim#2 Voiseys Brook Park Trail Phase III	<b>\$</b>	<b>66,972.60</b>
<b>17129</b>	<b>11/29/2017</b>	<b>Grand Concourse Authority</b> Claim#3 Rainbow gully softball field lighting	<b>\$</b>	<b>18,319.07</b>
<b>69659</b>	<b>11/29/2017</b>	<b>Saunders Equipment Ltd.</b> Sidewalk snow remover/multi-purpose unit	<b>\$</b>	<b>218,109.00</b>
		<b>TOTAL CAPITAL ACCOUNTS:</b>	<b>\$</b>	<b><u>303,400.67</u></b>
		<b>GRAND TOTAL:</b>	<b>\$</b>	<b>347,840.35</b>

**Town of Portugal Cove-St.Philips**  
**BNK1 - BNS CURRENT ACCT**  
 Cheques from 046483 to 046565 dated between 12/01/2017 and 12/12/2017

**CHEQUE REGISTER**

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Number	Issued	Amount	SC	Status	Status Date
046484	11/27/2017 Madonna Stewart Sharpe MNL2017 Travel expense claim-MNL conf	929.80 929.80	A/P	CLEARED	11/30/2017
046485	11/29/2017 Inspiration Enterprises Inc. IndianMealLine purchase of land - Indian Meal Line	23,000.00 23,000.00	A/P	OUT-STD	11/29/2017
046486	12/01/2017 Avalon Ford 433332 Horns for Cube Van	23.87 23.87	A/P	OUT-STD	12/01/2017
046487	12/01/2017 Canadian Linen & Uniform Service 6500301174 mat rental	71.45 71.45	A/P	OUT-STD	12/01/2017
046488	12/01/2017 Chandler 1632883 fd uniforms	1,805.50 1,805.50	A/P	OUT-STD	12/01/2017
046489	12/01/2017 Chris Milley Nov17 TRAVEL ALLOWANCE	200.00 200.00	A/P	OUT-STD	12/01/2017
046490	12/01/2017 City of St. John's RF 2017-18 FD incident - Hilltop lane	696.05 696.05	A/P	OUT-STD	12/01/2017
046491	12/01/2017 Corporate Express 46006965 dividers 46045998 privacy screen, glue, dividers	317.65 4.44 313.21	A/P	OUT-STD	12/01/2017
046492	12/01/2017 Daren Janes reimb-treelighting fd supplies-tree lightening	18.22 18.22	A/P	OUT-STD	12/01/2017
046493	12/01/2017 Don G. Ross 1017/03/rb process service-collections	60.00 60.00	A/P	OUT-STD	12/01/2017
046494	12/01/2017 E. Tucker & Sons Ltd. 40887 Manufacture pins for unit #22	535.30 535.30	A/P	OUT-STD	12/01/2017
046495	12/01/2017 EXP. Services Inc. 407506 dev application review-healeys pond interse 407507 dev application review 407510 broad cove ridge application review	863.24 274.44 39.10 549.70	A/P	OUT-STD	12/01/2017
046496	12/01/2017 Fastenal Canada Company NFMOU175278 Safety Gear - Wastewater Staff	305.44 305.44	A/P	OUT-STD	12/01/2017
046497	12/01/2017 Frederick Hollett Nov19-25 FD consultations Nov19-25	1,293.75 1,293.75	A/P	OUT-STD	12/01/2017
046498	12/01/2017 Gail Tucker Nov17 TRAVEL ALLOWANCE reimb-meeting reimb-wellness/safety meeting supplies	328.44 200.00 128.44	A/P	OUT-STD	12/01/2017
046499	12/01/2017 GCR Tire Centers 931-63901- tire repair unit#48	51.69 51.69	A/P	OUT-STD	12/01/2017
046500	12/01/2017 Hach Sales & Service Canada LP 154575 Water testing supplies & WWTP supplies fo	1,341.82 1,341.82	A/P	OUT-STD	12/01/2017
046501	12/01/2017 Holly Duffett Travel Expense expense claims-ESRI conf & Geomatics Atli	151.01 151.01	A/P	OUT-STD	12/01/2017
046502	12/01/2017 Home Depot 0464225 lights-council float-Parade 1464181 Drill & Battery for Facilities	462.02 165.32 296.70	A/P	OUT-STD	12/01/2017
046503	12/01/2017 Image 4 Printing & Design Inc. 18231 rake cards for Safe PCSP	219.65 219.65	A/P	OUT-STD	12/01/2017
046504	12/01/2017 Imprint Specialty Promotions 152108 FD tags	126.50 63.25	A/P	OUT-STD	12/01/2017

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	154564	fd tags	63.25			
046505	12/01/2017	Irving Oil Limited	<b>1,951.69</b>	A/P	OUT-STD	12/01/2017
	640960	gas	1,951.69			
046506	12/01/2017	Leah Power	<b>55.74</b>	A/P	OUT-STD	12/01/2017
	reimb-wellness	reimb-wellness meeting supplies	55.74			
046507	12/01/2017	Madonna Sharpe	<b>201.96</b>	A/P	OUT-STD	12/01/2017
	Athletic conf17	travel expense claim- athletic conf2017	201.96			
046508	12/01/2017	Madonna Stewart Sharpe	<b>210.00</b>	A/P	OUT-STD	12/01/2017
	travelclaim-MNL	per diem-MNL conf	210.00			
046509	12/01/2017	Mark's Work Wearhouse	<b>1,644.50</b>	A/P	OUT-STD	12/01/2017
	730-101721	Clothing - Charlie Hynes, Terry Moores, Dai	1,644.50			
046510	12/01/2017	MDB Insight Inc.	<b>3,162.50</b>	A/P	OUT-STD	12/01/2017
	369-005-002	census made simple payment #2	3,162.50			
046511	12/01/2017	Micmac Fire & Safety Source Ltd.	<b>2,691.00</b>	A/P	OUT-STD	12/01/2017
	NL-00847287	bunker suit	2,691.00			
046512	12/01/2017	NL Employers' Council	<b>224.25</b>	A/P	OUT-STD	12/01/2017
	11886	Workplace NL OHS training course-C.Neary	224.25			
046513	12/01/2017	Northeast Avalon Times	<b>1,437.50</b>	A/P	OUT-STD	12/01/2017
	5637	Feb ads-dis use & full page ad	1,437.50			
046514	12/01/2017	Nortrax	<b>84.44</b>	A/P	OUT-STD	12/01/2017
	870075	2 fuel filter, oil filter unit 22	84.44			
046515	12/01/2017	Orkin Canada Corporation	<b>354.21</b>	A/P	OUT-STD	12/01/2017
	IN-8115237	pest control-depot	77.05			
	IN-8115265	Pest Control-rainbow gully field	41.98			
	IN-8115290	pest control-generator shed	96.60			
	IN-8115304	pest control-rec center	79.93			
	IN-8115356	pest control-voiseys	58.65			
046516	12/01/2017	Parish of St. Lawrence	<b>30.00</b>	A/P	OUT-STD	12/01/2017
	ZumbaNov28	Hall rental Zumba Nov28	30.00			
046517	12/01/2017	Princess Auto Ltd.	<b>389.92</b>	A/P	OUT-STD	12/01/2017
	576795	Pick, shovel, gas can	106.92			
	636042	METAL CUTTING DISC FOR GINDER	17.24			
	705209	nut drivers, socket, socket case	75.85			
	721993	Supplies for Garage - coolant tester, hose, f	189.91			
046518	12/01/2017	Richard Murphy	<b>1,380.00</b>	A/P	OUT-STD	12/01/2017
	Nov20-26	Fd consultations Nov20-26	1,380.00			
046519	12/01/2017	Robotronics Inc.	<b>2,659.00</b>	A/P	OUT-STD	12/01/2017
	52892	Sparky Costume	2,659.00			
046520	12/01/2017	Rona	<b>207.50</b>	A/P	OUT-STD	12/01/2017
	2457660	Paint for town hall, roller handles	170.25			
	2457973	Paint for town hall, roller handles	37.25			
046521	12/01/2017	SaltWire Network Inc.	<b>454.99</b>	A/P	OUT-STD	12/01/2017
	TM00006389	dev regulations amend ad	454.99			
046522	12/01/2017	Steelfab Industries Ltd.	<b>142.90</b>	A/P	OUT-STD	12/01/2017
	0000134565	STEEL PLATE FOR UNIT #22	142.90			
046523	12/01/2017	Telelink Call Centre	<b>183.97</b>	A/P	OUT-STD	12/01/2017
	C9139-1712	phone answering service	183.97			
046524	12/01/2017	Terra Nova Motors Ltd.	<b>1,525.86</b>	A/P	OUT-STD	12/01/2017

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Number	Issued	Amount	SC	Status	Status Date
	GMCS593057	Repairs Glow Plugs Replaced (unit31)			
	GMCS593350	repairs unit 41 - engine light on and fuse bo:			
046525	12/01/2017 Town of Torbay	<b>8,880.00</b>	A/P	OUT-STD	12/01/2017
	2017149416	commissionaires Oct8-Oct21			
	2017149440	commissionaires Oct22-Nov4			
046526	12/01/2017 Tract Consulting Ltd.	<b>1,469.70</b>	A/P	OUT-STD	12/01/2017
	PCSP-1635-WP1-A1-02	municipal plan amendment one (maggies pl			
046527	12/01/2017 Tulk Tire & Service Ltd.	<b>603.75</b>	A/P	OUT-STD	12/01/2017
	TW1433	tow unit #48 from bauline line ext to dump a			
046528	12/01/2017 Valero Energy Inc.	<b>1,376.64</b>	A/P	OUT-STD	12/01/2017
	4111574913	Diesel			
046529	12/01/2017 Windco Enterprises	<b>218.50</b>	A/P	OUT-STD	12/01/2017
	20171966	install/remove fire prevention banner			
046530	12/01/2017 Wolseley Canada Inc.	<b>3,047.50</b>	A/P	OUT-STD	12/01/2017
	6042854	7 foot darling hydrant			
046531	12/01/2017 Xylem Canada Compnay	<b>175.09</b>	A/P	OUT-STD	12/01/2017
	3558287666	service call-lift station blagdon hill			
046533	12/05/2017 Belfor	<b>2,500.00</b>	A/P	OUT-STD	12/05/2017
	972586	deductable for town hall exterior damage-wi			
046534	12/07/2017 CIBC Mellon	<b>16,658.51</b>	A/P	OUT-STD	12/07/2017
	Nov17	pension contributions Nov17			
046535	12/07/2017 CIBC Mellon	<b>13,326.81</b>	G/L	OUT-STD	12/07/2017
046536	12/07/2017 N.A.P.E.	<b>2,179.33</b>	G/L	OUT-STD	12/07/2017
046537	12/07/2017 Department of Finance	<b>5,645.85</b>	A/P	OUT-STD	12/07/2017
	Nov17	HAPSET Nov17			
046538	12/07/2017 A. Harvey & Company Ltd.	<b>37,168.49</b>	A/P	OUT-STD	12/07/2017
	S0036864	Salt for 2017-2018			
046539	12/07/2017 EXP. Services Inc.	<b>7,109.43</b>	A/P	OUT-STD	12/07/2017
	393710	portugal cove sidewalks			
046540	12/07/2017 Grand Concourse Authority	<b>9,761.34</b>	A/P	OUT-STD	12/07/2017
	17119	Trail maint - second and final pymt			
046541	12/07/2017 Kent Building Supplies	<b>24,982.60</b>	A/P	OUT-STD	12/07/2017
	15401982	sliding, supply and install			
046542	12/07/2017 Mercer's Paving Inc.	<b>10,336.20</b>	A/P	OUT-STD	12/07/2017
	463	Road repairs			
046543	12/07/2017 Modern Paving Ltd.	<b>73,474.19</b>	A/P	OUT-STD	12/07/2017
	DBHSidewalksHoldback	dogberry hill sidewalks holdback release			
046544	12/07/2017 Pyramid Construction	<b>408,701.93</b>	A/P	OUT-STD	12/07/2017
	pymt#3Meadow	meadow heights sanitary sewer			
046545	12/07/2017 Tract Consulting Ltd.	<b>6,018.20</b>	A/P	OUT-STD	12/07/2017
	PCSP-1635-WP1-A2-02	municipal plan amendment two (maggies pl			
046546	12/07/2017 Triware Technologies Inc.	<b>5,750.00</b>	A/P	OUT-STD	12/07/2017
	181208	computer support			
046547	12/07/2017 Becky Mercer	<b>90.00</b>	A/P	OUT-STD	12/07/2017
	Nov15-29	tutoring Nov15-29			
046548	12/07/2017 Darryl J. Harding	<b>140.00</b>	A/P	OUT-STD	12/07/2017
	MNL17	Travel claim-MNL conf 2017			
046549	12/07/2017 EnviroMed Detection Services	<b>442.75</b>	A/P	OUT-STD	12/07/2017

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Number	Issued		Amount	SC	Status	Status Date
	31313	gas cartridge for gas tester	442.75			
046550	12/07/2017	EXP. Services Inc.	<b>3,092.83</b>	A/P	OUT-STD	12/07/2017
	396592	dev application review	97.75			
	396596	Healeys Pond Intersection	2,995.08			
046551	12/07/2017	Frank Hearn Searching Services Limited	<b>270.00</b>	A/P	OUT-STD	12/07/2017
	2017-1793	title search Mitchells road	270.00			
046552	12/07/2017	Frederick Hollett	<b>1,092.50</b>	A/P	OUT-STD	12/07/2017
	Nov26-Dec2	Fd consultations Nov26-Dec2	1,092.50			
046553	12/07/2017	Grand Concourse Authority	<b>7,447.83</b>	A/P	OUT-STD	12/07/2017
	17127	signage plan	4,328.09			
	17128	Goff Memorial	3,119.74			
046554	12/07/2017	Jackie Tucker	<b>1,460.00</b>	A/P	OUT-STD	12/07/2017
	Oct/Nov	Cleaning services Oct/Nov	1,460.00*			
046555	12/07/2017	Krista Holden	<b>650.00</b>	A/P	OUT-STD	12/07/2017
	Nov/Dec17	Nov/Dec adult fitness classes	650.00			
046556	12/07/2017	Modern Business Equipment	<b>343.85</b>	A/P	OUT-STD	12/07/2017
	AR385963	Ink for postage meter	343.85			
046557	12/07/2017	Plan-Tech Environment	<b>2,415.00</b>	A/P	OUT-STD	12/07/2017
	680	dev regulations amendment no.4	2,415.00			
046558	12/07/2017	Richard Murphy	<b>1,466.25</b>	A/P	OUT-STD	12/07/2017
	Nov27-Dec3	Fd consultations Nov27-Dec3	1,466.25			
046559	12/07/2017	Ritche Perez	<b>450.00</b>	A/P	OUT-STD	12/07/2017
	12	photography tree lighting ceremony	150.00			
	13	photography Christmas parade	300.00			
046560	12/07/2017	SME	<b>460.00</b>	A/P	OUT-STD	12/07/2017
	44571	rental of storage container	460.00			
046561	12/07/2017	The Party Studio - Mascot Rentals	<b>100.00</b>	A/P	OUT-STD	12/07/2017
	2017	mascot rentals-parade 2017	100.00			
046562	12/07/2017	Valero Energy Inc.	<b>593.26</b>	A/P	OUT-STD	12/07/2017
	4111581655	Diesel	593.26			
046563	12/07/2017	Women's Institute C/O D. Cheeseman	<b>150.00</b>	A/P	OUT-STD	12/07/2017
	each1teach1	lunch for each one teach one - seniors semi	150.00			
046564	12/07/2017	Xerox Canada Ltd.	<b>662.29</b>	A/P	OUT-STD	12/07/2017
	F51772035	copier maint	662.29			
046565	12/07/2017	You Store Limited	<b>391.00</b>	A/P	OUT-STD	12/07/2017
	Oct/Nov17	storage unit rental-heritage	391.00			
<b>Cheque Totals Issued:</b>			<b>712,894.95</b>			
<b>Void:</b>			<b>0.00</b>			
<b>Total Cheques Generated:</b>			<b>712,894.95</b>			
<b>Total # of Cheques Listed:</b>			<b>81</b>			

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# SCHEDULE OF MEETINGS (2018)

**January**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**February**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

**March**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**April**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**May**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**June**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**July**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**August**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**September**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**October**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**November**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**December**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Committee meetings commence on **January 3rd**

Council meetings commence on **January 9th**

Holidays observed on the following days (office closed):

March 19 - St. Patrick's Day  
 March 30 - Good Friday  
 April 23 - St. George's Day  
 May 21 - Victoria Day  
 June 25 - Discovery Day

July 2 - Canada Day (*observed*)  
 July 9 - Orangemen's Day  
 August 1 - Civic Holiday (*tentative date*)  
 Sept. 3 - Labour Day  
 October 8 - Thanksgiving Day

November 12 - Remembrance Day (*observed*)  
 December 24 - Christmas Eve  
 December 25 - Christmas Day  
 December 26 - Boxing Day  
 December 31 - New Year's Eve



Portugal Gove  
St. Philip's

# **CORRESPONDENCE**

Council Correspondence for December 4-15, 2017

RECEIVED	CONTRIBUTOR	REGARDING	DISTRIBUTION
December 5 2017	Municipalities of NL	2018 Budget Consideration	Council
December 7 2017	Minister Eddie Joyce	St. John's Regional Urban Region Regional Plan	P&D
December 7 2017	Resident	Application to build on Indian Meal Line	P&D
December 8 2017	Resident	Water Supply issue	A&F
December 12 2017	Municipal Assessment Agency	2017 Board Update	Council
December 14 2017	Resident	Requesting to Join Ace Team	EDMCT
December 15 2017	Stewardship Association of Municipalities	2018 Budget considerations	EDMCT
December 15 2017	Chamber of Commerce	Economic Blueprint for NL	Will be sent to EDMCT



December 1, 2017

Dear Mayor & Councillors:

The **Professional Municipal Administrators (PMA)** is a professional organization composed of Town/City Managers, Town/City Clerks, Chief Administrative Officers, and Department Heads who are committed to advancing excellence in municipal administration in Newfoundland and Labrador.

It is PMA's mission to enhance and promote professional management and leadership excellence in local government through the provision of professional development, fostering the exchanging of ideas and information, and for the continued recognition of PMA as an authority on municipal government.

PMA's initiatives of a Core Training Program and continued professional development opportunities for its members, is supported by the Provincial Government of this province. The regional workshops, fall training forum, and annual convention qualify under the training requirements as prescribed by the Gas Tax Funding Agreements. In addition, cost of attending all PMA endorsed activities is eligible for reimbursements up to a maximum of \$1,000 per year by making application through the Matched Training Fund, presently administered through the Dept. of Municipal Affairs and Environment.

As you develop your 2018 budgets, please consider the importance of professional development and training for your administrative staff. As the Town Manager for the Town of Lewisporte, I can speak first hand of the benefits of attending training sessions. A well-trained and informed administrator is essential in this ever-changing municipal sector.

For your convenience, listed below are registration fees for PMA events. Please note that elected officials can avail of all PMA training workshops. We encourage it!

*PMA CORE PROGRAM MODULES: \$149.00 (one day in duration)*

*ADVANCED MODULES: \$175.00 (1.5 days in duration)*

*ANNUAL CONVENTION: \$300.00*

*FALL TRAINING FORUM: \$170.00*

*REGIONAL TRAINING WORKSHOPS: \$65.00*

If you require any further information, please feel free to contact myself at 535-2737 or Krista Parsons, PMA Executive Director, at 709-726-6405.

Sincerely,



Brian Peckford  
President, PMA



Municipal  
Assessment  
Agency Inc.

Headquarters

75 O'Leary Avenue, St. John's, NF A1B 2C9  
Tel: 709-724-1532 Fax: 709-724-1531

## MEMORANDUM

TO: Mayor and Councillors

FROM: Board Member

DATE: December 8, 2017

RE: Update on the Municipal Assessment Agency

The Board of Directors for the Municipal Assessment Agency met in Bauline on December 1, 2017. Immediately prior to the meeting, the Board met with representatives of Kittiwake Coast municipalities.

Some of the issues addressed by the Board, included:

- 2018-19 Budget. The Board approved the 2018 budget for the Agency. This included a reduction of \$1.00 per assessment effective January 1, 2018.
- Training is scheduled across the province for municipal administrators.
  - December 1 - St. John's
  - December 7 - Corner Brook
  - December 12 - Clarenville
  - Training for elected officials is available upon request
- There are 21 candidates for six positions on the Agency's Board of Directors. Mail-in ballots have been distributed and voting closes December 14, 2017. Councillor Peggy Roche of Torbay was elected by acclamation as the Urban Director on the MAA Board. The second candidate withdrew her nomination.
- The 2017 Clar Simmons scholarships were awarded. The successful applicants were:
  - Kyle Poole, Hermitage-Sandyville. Kyle is the son of Councillor Terri Rose-Poole, Hermitage-Sandyville.
  - Anna Rumbolt, Gander. Anna is the daughter of Greg Rumbolt, retired from the Agency.
  - Charlotte Elliot, Stephenville. Charlotte is the granddaughter of Councillor Robert Elliot, Point Leamington.
- Online appeal system. The system was piloted during the 2018 appeal period.
- Human Resources. There are thirteen employees eligible to retire in the next five years.
- Cooperation agreement with Property Valuation Services Corporation of Nova Scotia.
- There were 552 appeals of the 2018 annual assessment. Last year there were 659 appeals.

I welcome hearing from you about any questions or concerns of the assessment service, and I wish you a Merry Christmas and a prosperous New Year. Please feel free to contact me via email or phone.



Sincerely,

A handwritten signature in black ink that reads "Peggy Roche".

**Peggy Roche, Urban Director**  
Municipal Assessment Agency  
Tele: 709-437-6193  
Email: [pegasus@nl.rogers.com](mailto:pegasus@nl.rogers.com)

A handwritten signature in black ink that reads "Betty Moore".

**Betty Moore, Avalon Director**  
Municipal Assessment Agency  
Tele: 709-786-3993  
Email: [elizabeth.moore@nf.aibn.com](mailto:elizabeth.moore@nf.aibn.com)

## 2017 SCHOLARSHIP WINNERS



Scholarship winners Anna Rumbolt and Kyle Poole with Dean Ball (Chair) and Sean Martin (CEO)

Note: Charlotte Elliott was unavailable for a photo as she is currently attending St. Francis Xavier University in Nova Scotia.



# Municipal Assessment Agency

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## Board of Directors 2017

**Avalon Director**

**Mayor Elizabeth Moore**  
Clarke's Beach

**Central Director**

**Mr. Robert Hobbs**  
Bishop's Falls

**Eastern Director**

**Mayor Paul Pike**  
St. Lawrence

**Labrador Director**

**Councillor Deb Barney**  
L'Anse au Loup

**Urban Director**

**Councillor Peggy Roche**  
Torbay

**Western Director**

**Mayor Dean Ball**  
Deer Lake

**Taxpayer Representative**

**Mr. David Denine**  
Mount Pearl

**Taxpayer Representative**

**Mr. David Blundon**  
Gander

**Representative of the Professional  
Municipal Administrators (PMA)**

**Ms. Vida Greening**, Eastern Director (PMA)  
Port Blandford

**Representative of Municipalities  
Newfoundland Labrador (MNL)**

**Mayor Roger Barrett**, Western Director (MNL)  
Reidville



Portugal Gove  
St. Philip's

**NEW / GENERAL /  
UNFINISHED  
BUSINESS**

**New/General Unfinished Business**

1. Year-end staff appreciation

**MOTION:** Committee recommends, as per past practice, that Council approve payment of the year-end staff appreciation for 2017.



Portugal Cove  
St. Philip's

# **AGENDA ITEMS/ NOTICE OF MOTIONS**



Portugal Cove  
St. Philip's

Tabled items

**PLANNING &**

**DEVELOPMENT**



**Appendix A: Tabled Report  
December 12<sup>th</sup>, 2017**

**Application:**

Item # 1:

**Civic # 12-16 Western Heights  
Accessory Building  
Zoning: Residential Medium Density (RMD) – Unserviced**

**The Committee recommends that the application for Civic # 12-16 Western Heights be granted approval in principle, permitting an accessory building. Approval in principle is subject to a 10.0% variance on the minimum separation distance between an accessory building and another building.**

The Administrator recommended that this application be rejected as it does not comply with the minimum separation distance between an accessory building and another building as required in Schedule C: Residential Medium Density of the Town's Development Regulations.

During review of this application, the Committee considered that the accessory building is located 0.3 meters (0.98 feet) closer to the single dwelling than a variance would permit. The Committee makes its recommendation in light of the opinion that it would be unreasonable to require the applicant to incur the expense to relocate the accessory building to achieve compliance.

**Correspondence:**

Item # 2:

**Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 773 Indian Meal Line)**

**The Committee recommends that Council correspond with the Department of Fisheries and Land Resources advising that the Town recommends approval of the application for Crown Land at Civic # 773 Indian Meal Line.**

The Administrator recommended that Council use their discretion to grant approval to this Crown Land Application Referral.

Item # 3:

**Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 775-783 Indian Meal Line)**

**The Committee recommends that Council correspond with the Department of Fisheries and Land Resources advising that the Town recommends approval of the application for Crown Land at Civic # 775-783 Indian Meal Line.**

The Administrator recommended that Council use their discretion to grant approval to this Crown Land Application Referral.

Item # 4:

**Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 372-374 Dogberry Hill Road)**

**The Committee recommends that Council correspond with the Department of Fisheries and Land Resources advising that the Town recommends approval of the application for Crown Land at Civic # 372-374 Dogberry Hill Road subject to the issuance of a permit to construct a residential subdivision that would incorporate the requested land in accordance with a concept plan received by the Town.**

The Administrator recommended that Council use their discretion to grant approval to this Crown Land Application Referral.

Item # 5:

**Department of Fisheries and Land Resources – Crown Land Application Referral (Civic # 1783-1795 Portugal Cove Road)**

**The Committee recommends that Council correspond with the Department of Fisheries and Land Resources advising that the Town recommends approval of the application for Crown Land at Civic # 1783-1795 Portugal Cove Road.**

The Administrator recommended that Council use their discretion to grant approval to this Crown Land Application Referral.

**Other Items Discussed:**

Item # 13:

**Civic # 593-595 Old Broad Cove Road – Application for Accessory Building**

The Committee reviewed an application for an accessory building constructed at Civic # 593-595 Old Broad Cove Road which does not comply with the minimum side yard standard.

The applicant has advised Staff that they will submit a revised plot plan that complies with the Town's Municipal Plan and Development Regulations. The Committee advised that this application be held pending receipt of the revised plot plan.

Item # 14:

**Civic # 1082-1088 Thorburn Road – Application for Business (Convenience Store)**

The Committee reviewed an application to convert a portion of an existing commercial building at Civic # 1082-1088 Thorburn Road to establish a convenience store business. The building is located within the Protected Watershed and Residential Low Density zones which convenience store is listed as a Discretionary Use in Residential Low Density.

The Committee has held this application pending its review by the Committee of the Whole.

Item # 15:

**Civic # 220 Dogberry Hill Road – Request to meet with the Committee**

The Committee met with Developers and discussed three potential concept plans for an unserviced residential subdivision at Civic # 220 Dogberry Hill Road or Civics # 220 and 244 Dogberry Hill Road.

The Committee has referred the concept plans submitted to the Committee of the Whole for review prior to providing comments to the Developers.

Item # 16:

**Civic # 258-260 Witch Hazel Road – Request to meet with the Committee**

The Committee met with Developers and discussed three potential concept plans for an unserviced or semi-serviced residential subdivision at Civics # 256 and 270-282 Witch Hazel Road.

The Committee has referred the concept plans submitted to the Committee of the Whole for review prior to providing comments to the Developers.

Item # 17:

**Department of Fisheries and Land Resources – Crown Land Application (Nearby's Pond Road)**

The Planning Department is in receipt of correspondence from the Lands Branch, Eastern Regional Lands Office advising that the Town's application for Crown land at Nearys Pond Road has been registered and under review by the department and other government agencies.

Item submitted for information.

Item # 18:

**Minister of Municipal Affairs and Environment – St. John's Urban Region Regional Plan and Municipal Plan Amendment No. 2, 2017 (Maggies Place)**

The Planning Department is in receipt of correspondence advising the Town to proceed with public consultation related to the proposed amendments. Notice of public consultation must be published in The Telegram and individual notices to the other 14 municipalities will be forwarded for their comment.

The Committee has deferred action on this correspondence pending review of a draft Development Scheme related to these amendments.

Item # 19:

**Civic # 907A Indian Meal Line – Prior Applications for Development**

The Planning Department is in receipt of correspondence regarding past applications to develop this property which were rejected by the Town.

A member of the Committee will contact the property owner advising them to submit an application for Council's consideration. Staff is not required to provide a response to the correspondence received.

The Committee also discussed a request to meet with the Committee from this property owner to discuss servicing dwellings through a privately owned piped water system. The Committee advises Staff to contact the property owner to schedule the meeting.

Item # 20:

**Steep Slope Regulations**

The Committee discussed regulations regarding development within steep slope areas identified within Schedule E: Environmental Protection Overlay.

The Committee requests that this item be held until the next meeting for further discussion.

Item # 21:

**Civic # 118 Old Broad Cove Road – Condition of Dwelling**

The Committee discussed concerns regarding the condition of an existing dwelling.

Planning Staff completed an on-site inspection on November 24<sup>th</sup>, 2017 and confirmed that the required work had been completed.

The Committee advised Staff that they are satisfied with the work completed and that no further action is required.

**Permits Issued:**

Item # 22:

#	Permit	Issued Date	Civic #	Street Name	Permit Type
1	17-363	11/24/2017	1126-1128	Thorburn Road	Connection to Water
2	17-364	11/24/2017	30-32	Ursula Crescent	Dwelling Extension
3	17-365	11/27/2017	13	Moses Place	Test Holes
4	17-366	11/28/2017	1335-1343	Thorburn Road	Occupancy
5	17-367	11/29/2017	148-152	Western Gully Road	Site Preparation
6	17-368	11/29/2017	148-152	Western Gully Road	Test Holes
7	17-369	11/29/2017	348-352	Old Broad Cove Road	General Repairs
8	17-370	11/30/2017	7	Blagdon Hill	Accessory Building

9	17-371	11/30/2017	7	Blagdon Hill	Business
10	17-372	11/30/2017	21	Sunset Way	Site Preparation
11	17-373	11/30/2017	5-7	Hilltop Lane	Dwelling Renovations
12	17-374	12/01/2017	88-98	Skidders Road	Single Dwelling
13	17-375	12/01/2017	3-7	Neary's Pond Road	Subdivide Property
14	17-376	12/01/2017	3	Neary's Pond Road	Site Preparation
15	17-377	12/04/2017	21	Sunset Way	Single Dwelling
16	17-378	12/05/2017	119-121	Dogberry Hill Road	Relocate Accessory Building
17	17-379	12/05/2017	124-126	Old Broad Cove Road	Site Preparation
18	17-380	12/06/2017		Blast Hole Pond Road	Culvert Replacement & Road Upgrades
19	17-381	12/06/2017	52	Dan's Road	Single Dwelling with Apartment
20	17-382	12/07/2017	141-143	Neary's Pond Road	Accessory Building



Government of Newfoundland and Labrador  
Department of Fisheries and Land Resources

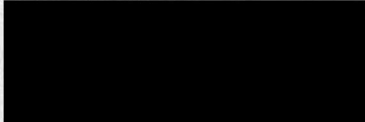
Lands Branch  
Eastern Regional Lands Office

**This e-referral has been sent to you for your recommendation.** Other referrals have been sent to the Department(s) and/or agencies on the schedule located in the e-referral folder. **YOU HAVE TWENTY-ONE (21) DAYS FROM THE DATE OF THIS REFERRAL TO PROVIDE YOUR RECOMMENDATION ON THIS APPLICATION. IF NO RESPONSE IS RECEIVED BY THE END OF 21 DAYS, IT SHALL BE ASSUMED THAT THERE ARE NO OBJECTIONS/RESTRICTIONS TO THIS APPLICATION.**

Please be advised that the site on the map, located in the e-referral folder, cannot be altered or relocated in any way without the prior approval of the Regional Lands Office.

**APPLICATION FOR CROWN LANDS – REFERRAL**

Applicant:



Telephone:



Application Number: 152634

Application Type: Grant

Purpose: Commercial

Use: Storage and Shed

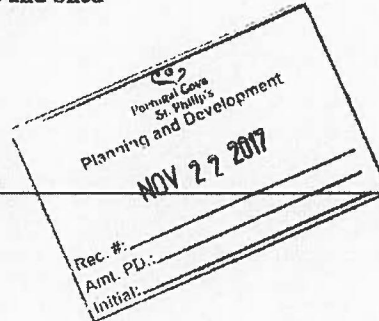
Location: POrtugal Cove-St. Philips

Area (hectares): 3.24

Frontage (metres): 160

Map Number:

Comments:



**REFERRAL AGENCY ONLY**

Date: [Click here to enter a date.](#)

Department/Agency: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

**RECOMMENDATION: [Click here to select your recommendation.](#)**

COMMENTS: [Click here to enter text.](#)

Name of Respondent: [Click here to enter text.](#)

Phone No.: [Click here to enter text.](#)

**PLEASE RETURN, ELECTRONICALLY, THIS FORM AS A PDF WITH RECOMMENDATIONS AND ANY ATTACHMENTS YOU MAY HAVE.**

  
**Newfoundland  
Labrador**

.....  
**APPLICATION FOR  
CROWN LANDS**

*Plotted*

**FOR DEPARTMENT USE ONLY**

APPLICATION NO. <u>152634</u>	RECEIPT NO. <u>88483</u>
FILE NO. <u>1-3.7772</u>	AMOUNT <u>\$172.50</u> DATE <u>June 2, 2017</u>
DATE REGISTERED <u>NOV 21 17</u>	INDICATED ON PLAN NO. _____
INITIAL <u>MN</u>	TOPO NO. _____ INITIAL <u>AH</u>

*9.050*

**APPLICANT INFORMATION**



**PROPOSED TENURE AND USE**

TYPE OF APPLICATION	<input type="checkbox"/> LEASE <input checked="" type="checkbox"/> GRANT <input type="checkbox"/> LICENCE TO OCCUPY
LAND USE	<input type="checkbox"/> RESIDENCE <input type="checkbox"/> COTTAGE <input type="checkbox"/> AQUACULTURE <input type="checkbox"/> AGRICULTURE (provide details below)
	<input checked="" type="checkbox"/> COMMERCIAL (provide detailed description below) <input type="checkbox"/> OTHER (provide details below)
<i>for Topsoil Screening, Mulch production and to erect a maintenance/storage shed for the screener, mulch machine, and loader, Excavator, Farm Tractor.</i>	
DESCRIBE BUILDINGS TO BE ERECTED (if applicable)	
DIMENSIONS: LENGTH <u>18.2m<sup>m</sup></u> WIDTH <u>12.2<sup>m</sup></u>	
PROPOSED WATER AND SEWAGE FACILITIES (if applicable)	
<input checked="" type="checkbox"/> WELL <input checked="" type="checkbox"/> SEPTIC <input type="checkbox"/> MUNICIPAL WATER <input type="checkbox"/> MUNICIPAL SEWER <input type="checkbox"/> OTHER (provide details below)	

*NOV 21*

GL-5000 (1/15/07)

LAND DESCRIPTION

1. THE LAND IS SITUATED AT		<i>773 Indian meal line, Portugal Ave/St Philips</i>	
IN THE ELECTORAL DISTRICT OF		<i>CBS Bell Island.</i>	
2. IS THE LAND APPLIED FOR LOCATED WITHIN MUNICIPAL BOUNDARIES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
3. APPROXIMATE DIMENSIONS OF THE LAND FRONTAGE <i>129</i> metres DEPTH <i>260</i> metres			
4. DISTANCE TO CLOSEST WATERBODY <i>NIL</i> metres		NAME OF WATERBODY (if applicable) <i>NIL.</i>	
5. IS THE SITE ACCESSIBLE BY ROAD? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <i>- Please refer to letter attached.</i>			
IF NO, WILL THE SITE REQUIRE NEW ROAD CONSTRUCTION FOR ACCESS? <input type="checkbox"/> YES <input type="checkbox"/> NO		IF YES, WHAT WILL BE THE APPROXIMATE LENGTH OF THE ROAD? _____ metres	
FOR SITES WITHOUT ROAD ACCESS PLEASE INDICATE METHOD OF TRANSPORTATION <input type="checkbox"/> WALKING <input type="checkbox"/> A.T.V. <input type="checkbox"/> BOAT <input type="checkbox"/> SNOWMOBILE <input type="checkbox"/> AIRCRAFT			
FOR SITES WITHOUT ROAD ACCESS LOCATION OF ACCESS ROUTE MUST BE INDICATED ON THE MAP ATTACHED TO THE APPLICATION AND ACCESS BY A.T.V. MUST BE IN ACCORDANCE WITH A.T.V. REGULATIONS			
6. IS THE SITE PRESENTLY OCCUPIED FENCES BUILDINGS SIGNS CLEARING LOCAL UNDERSTANDING? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <i>Lease Reverted</i>			
IF YES, STATE YEAR OCCUPATION COMMENCED. AREA OCCUPIED AND NAME OF PERSON WHO DEVELOPED OR OCCUPIED THE LAND			
<i>In 2009, I leased this parcel of land. the lease has now Reverted back. Difficult ground for agricultural use. - please refer to letter attached -</i>			
7. ARE YOU AWARE OF ANY EVIDENCE OF PREVIOUS LAND USE, SUCH AS FENCES, BUILDINGS, SIGNS, CLEARING LOCAL UNDERSTANDING ETC? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
IF YES, STATE YEAR OCCUPATION COMMENCED AREA OCCUPIED AND NAME OF PERSON WHO DEVELOPED OR OCCUPIED THE LAND			
<i>Had Ag Lease &amp; cleared land previously. only cleared the solid land. - see letter attached -</i>			

DESCRIPTION OF LAND

Please Note: When your application is accepted by this Department you are required to identify the site in the field by clearly marking your corner posts. If there is a discrepancy between the area marked in the field and the area indicated on the map, the latter shall prevail.

Sketch the land applied for showing distance to prominent nearby features such as buildings, fences, road intersections. Map must also be attached.

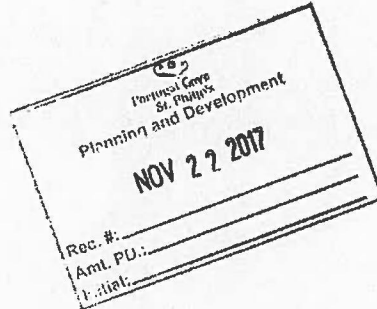
BOUNDED ON NORTH BY	<i>Crown &amp; [redacted]</i>
BOUNDED ON SOUTH BY	<i>Crown.</i>
BOUNDED ON EAST BY	<i>Crown &amp; [redacted]</i>
BOUNDED ON WEST BY	<i>[redacted] &amp; Crown.</i>
PLEASE NOTE: IT IS THE POLICY OF THE CROWN LANDS DIVISION TO ACCEPT APPLICATIONS ON A FIRST COME - FIRST SERVED BASIS APPLICATIONS MUST BE FULLY COMPLETED, WITH A MAP SHOWING THE EXACT LOCATIONS OF THE LAND APPLIED FOR TOGETHER WITH THE APPLICATION FEE. ONLY THEN WILL THE APPLICATION BE ACCEPTED AND DEEMED REGISTERABLE BY THIS DEPARTMENT.	

*I also recognize that Natural Resources Dept has a 300m buffer surrounding the Stt Selva Quarry. I have no objections to the Quarry operation, no issues, or complaints*



USE THE AREA BELOW TO SKETCH THE LAND APPLIED FOR SHOWING DISTANCE TO PROMINENT NEARBY FEATURES SUCH AS BUILDINGS, FENCES, ROAD INTERSECTIONS. MAP MUST ALSO BE ATTACHED

- Survey attached -

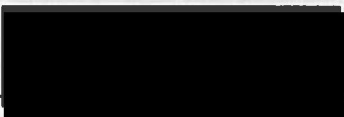


AFFIDAVIT OF APPLICANT (to be read carefully)

I, [redacted] do hereby make oath and declare as follows:

- (a) The information contained in this application is true and correct to the best of my knowledge and belief.
- (b) I have inspected the land applied for and have found no evidence of occupation (with the exception of No. 6 and/or No. 7 on page 2, where applicable).
- (c) I am not aware of any adverse claim to the land applied for by any person(s).
- (d) I recognize and accept that I am solely responsible for correctly identifying the parcel of land that is the subject of this application.
- (e) I fully understand that acceptance of this application by the Department does not give me any rights or privileges in relation to the land under application.
- (f) I FULLY UNDERSTAND THAT THE LAND IS NOT TO BE OCCUPIED UNTIL I RECEIVE A FULLY EXECUTED TITLE DOCUMENT.
- (g) I FULLY UNDERSTAND THAT UNDER SECTION 14 OF THE LANDS ACT, THE MINISTER OF FISHERIES AND LAND RESOURCES OR THE LIEUTENANT-GOVERNOR IN COUNCIL MAY CANCEL, AMEND OR OTHERWISE DEAL WITH THE GRANT, LEASE, LICENCE OR EASEMENT AT ANY TIME PRIOR TO THE DELIVERY OF A FULLY EXECUTED TITLE DOCUMENT.

Sworn before me  
At St. John's  
this 6 day of June 2017  
Andrew Harding  
Official Administering Oath



ANDREW J. HARDY  
A Commissioner for Oaths and for the  
Province of Newfoundland and Labrador.  
My commission expires on the 31st day  
of December 2017

NOTE: A non-refundable processing fee of ONE HUNDRED AND FIFTY DOLLARS (\$150.00 plus H.S.T.) must accompany this application.  
Cheques or money orders are to be made payable to the NEWFOUNDLAND EXCHEQUER ACCOUNT.

FOR DEPARTMENT USE ONLY

**SUMMARY OF AGENCY REFERRALS**

	Approved	Refused	Comments Attached	Date Sent	Date Received
<input checked="" type="checkbox"/> Government Service Centre	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Mines Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Transportation Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Urban and Rural Planning Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Municipal Assessment Agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Environmental Assessment Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Water Resources Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Dept. of Fisheries and Aquaculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Agriculture Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Forestry Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Wildlife Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Parks Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Municipal Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Fisheries and Oceans (Federal)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Tourism Development Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Other <i>UMO</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Other <i>Historic</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Officers Comments: UUA checked

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Date \_\_\_\_\_ Lands Management/Lands Officer \_\_\_\_\_

**Recommendation of Regional Office:**  
 Approved (Complete section below)       Refused (Give reason)

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Date \_\_\_\_\_ Regional Lands Manager \_\_\_\_\_

This section to be completed by Regional Office when approval is recommended.

Area approved \_\_\_\_\_ Frontage \_\_\_\_\_ Consideration/Rental \_\_\_\_\_ Back/Rental \_\_\_\_\_

Lease     Grant     Licence     Other     Type \_\_\_\_\_

Cabinet approval required  Yes     No

Special instructions to surveyor (if any): \_\_\_\_\_

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**Departmental decision:**  
 Approved     Refused     Deferred     To Cabinet

Special instructions: \_\_\_\_\_

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Date \_\_\_\_\_ Authorized Signing Official \_\_\_\_\_

Special Conditions of Approval: \_\_\_\_\_

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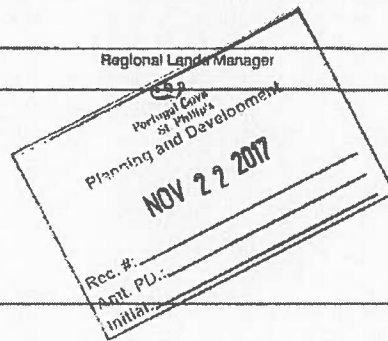
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\_\_\_\_\_ Date

\_\_\_\_\_ Regional Land Manager



Special Title Conditions: \_\_\_\_\_

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\_\_\_\_\_ Date

\_\_\_\_\_ Regional Land Manager

Government of Newfoundland & Labrador  
 Department of Fisheries & Land Resources



**NOTE TO USERS**

The information on this map was compiled from land parcels registered in the Crown Lands Registry.

Since the Registry does not contain information on all land parcels within the Province, the information depicted cannot be considered complete.

The boundary lines shown are intended to be used as a guide to the land parcels owned by the Crown. The accuracy of the data is not sufficient for measurement purposes and does not guarantee title.

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The user hereby indemnifies and saves harmless the Minister, his officers, employees and agents from and against all claims, demands, losses, actions or cause of actions arising in any way from, damages and material (including claims or demands for any violation of copyright or intellectual property) arising out of any missing or erroneous Crown Lands files and the Ministry, his or her officers, employees and agents shall not be liable for any loss or claims or damages or any other loss of any kind as a result.

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For inquiries please contact a Regional Lands Office  
 Corner Brook - 637-2390  
 Gander - 298-1400  
 Clarenville - 468-4074  
 St. John's - 729-2654  
 Goose Bay - 896-2488



**Crown Lands Administration Division**

Scale 1:5,000

Compiled on November 17, 2017



**SCHEDULE OF REFERRAL AGENCIES**

LAND MANAGEMENT OFFICER ( AVALON NORTH)  
Department of Municipal Affairs  
709-729-2654

Teresa Murphy, GSC  
SERVICE NL  
709-729-3699

DISTRICT MANAGER, FORESTRY DIVISION  
FORESTRY & AGRIFOODS AGENCY  
709-729-4180

Dept. of Municipal Affairs and Env.  
Local Governance and Planning  
709-729-3090

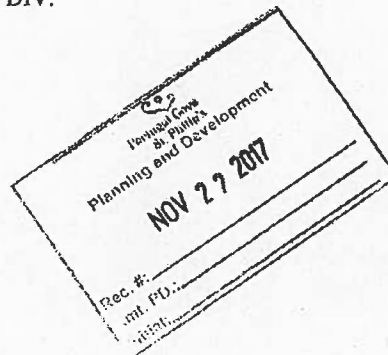
John Del Rizzo AGRIFOODS DIVISION  
FORESTRY & AGRIFOODS AGENCY  
709-729-6599

Dept. of Natural Resources- Mines  
709-729-5634

Town of Portugal Cove-St. Philips  
(709) 895-8000  
[pcsp@pcsp.ca](mailto:pcsp@pcsp.ca)

SUSAN GEORGE, WATER RESOURCES, MGMT DIV.  
Dept. of Municipal Affairs & Environment  
709-729-2563

Provincial Archaeology Office  
Martha Drake  
709-729-2462

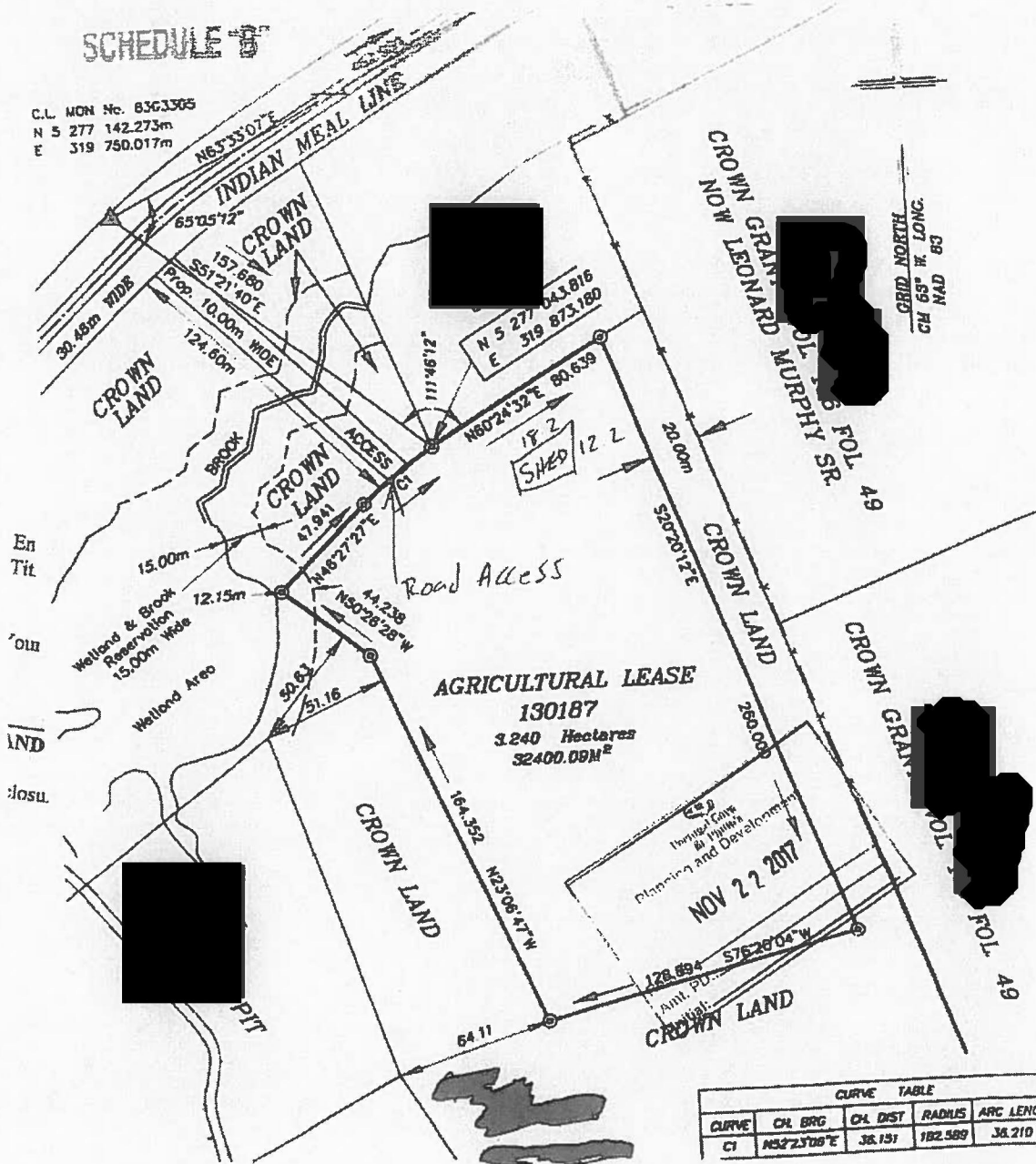


Circle # 773  
Indian Meal Line

"Site Plan"

SCHEDULE 3

C.L. MON No. 6363305  
N 5 277 142.273m  
E 319 750.017m



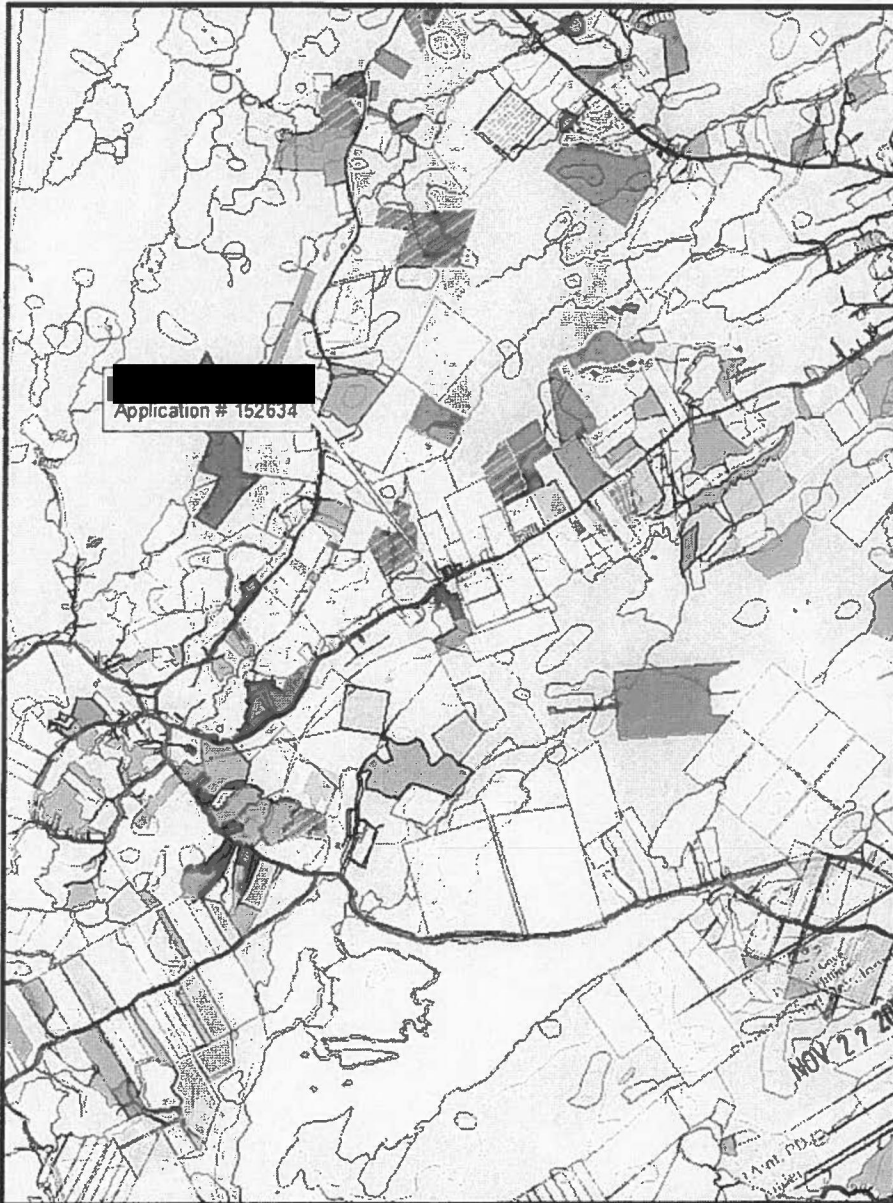
GRID NORTH  
CH 65° W. LONG.  
MAD 83

Nov 22 2007  
Planning and Development

CURVE TABLE				
CURVE	CH. BEG.	CH. DIST.	RADIUS	ARC LENGTH
CI	N52°23'08\"	38.131	182.589	34.210



Government of Newfoundland & Labrador  
 Department of Fisheries & Land Resources



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Users wishing error or omissions on Crown Titles Mapping Section or telephone at 729-0061. Some titles may not be shown due to Crown Lands volumes missing from the Crown Lands Registry or not shown due to insufficient survey information.

The User hereby indemnifies and saves harmless the Minister, his officers, employees and agents from and against all claims, demands, losses, actions or cause of actions alleging any loss, injury, damages and costs including claims or demands for any violation of copyright or intellectual property arising out of any copying or reproduction of Crown Land titles and the Minister, his officers, employees and agents shall not be liable for any loss of profits or damages or any other loss of any kind as a result.

For inquiries please contact a Regional Lands Office:  
 Corner Brook - 637-2390  
 Gander - 256-1400  
 Clarenville - 486-4074  
 St. John's - 729-2654  
 Goose Bay - 696-2488

Application # 152634

NOV 27 2017



**Crown Lands Administration Division**

Scale 1:50,000

Compiled on November 17, 2017





Government of Newfoundland and Labrador  
Department of Fisheries and Land Resources

Lands Branch  
Eastern Regional Lands Office

**This e-referral has been sent to you for your recommendation.** Other referrals have been sent to the Department(s) and/or agencies on the schedule located in the e-referral folder. **YOU HAVE TWENTY-ONE (21) DAYS FROM THE DATE OF THIS REFERRAL TO PROVIDE YOUR RECOMMENDATION ON THIS APPLICATION. IF NO RESPONSE IS RECEIVED BY THE END OF 21 DAYS, IT SHALL BE ASSUMED THAT THERE ARE NO OBJECTIONS/RESTRICTIONS TO THIS APPLICATION.**

Please be advised that the site on the map, located in the e-referral folder, cannot be altered or relocated in any way without the prior approval of the Regional Lands Office.

**APPLICATION FOR CROWN LANDS – REFERRAL**

Applicant:



Telephone: (H):



Application Number: 152560

Application Type: Grant

Purpose: Commercial

Use: repair and storage shop

Location: Portugal Cove

Area (hectares): 0.46

Frontage (metres): 69

Map Number:

Comments:

**REFERRAL AGENCY ONLY**

Date: [Click here to enter a date.](#)

Department/Agency: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

**RECOMMENDATION:** [Click here to select your recommendation.](#)

**COMMENTS:** [Click here to enter text.](#)

Name of Respondent: [Click here to enter text.](#)

Phone No.: [Click here to enter text.](#)

**PLEASE RETURN, ELECTRONICALLY, THIS FORM AS A PDF WITH RECOMMENDATIONS AND ANY ATTACHMENTS YOU MAY HAVE.**



**SCHEDULE OF REFERRAL AGENCIES**

LAND MANAGEMENT OFFICER ( AVALON NORTH)

Department of Municipal Affairs

709-729-2654

Teresa Murphy, GSC

SERVICE NL

709-729-3699

DISTRICT MANAGER, FORESTRY DIVISION

FORESTRY & AGRIFOODS AGENCY

709-729-4180

Dept. of Municipal Affairs and Env.

Local Governance and Planning

709-729-3090

John Del Rizzo AGRIFOODS DIVISION

FORESTRY & AGRIFOODS AGENCY

709-729-6599

Dept. of Natural Resources- Mines

709-729-5634

Town of Portugal Cove-St. Philips

(709) 895-8000

[pcsp@pcsp.ca](mailto:pcsp@pcsp.ca)

Provincial Archaeology Office

Martha Drake

709-729-2462

  
**Newfoundland  
Labrador**  
 Fisheries and Land Resources

**APPLICATION FOR  
CROWN LANDS**

*Plotted*

**FOR DEPARTMENT USE ONLY**

APPLICATION NO. <u>150860</u>	RECEIPT NO. <u>88119</u>
FILE NO. <u>N-31623.1-3772</u>	AMOUNT <u>172 50</u> DATE <u>Apr 18/17</u>
DATE REGISTERED <u>NOV 17/17</u>	INDICATED ON PLAN NO. _____
INITIAL <u>MS</u>	TOPO NO. _____ INITIAL <u>SG</u>

10-15  
AY

**APPLICANT INFORMATION**



**PROPOSED TENURE AND USE**

TYPE OF APPLICATION	<input type="checkbox"/> LEASE <input checked="" type="checkbox"/> GRANT <input type="checkbox"/> LICENCE TO OCCUPY
LAND USE	<input type="checkbox"/> RESIDENCE <input type="checkbox"/> COTTAGE <input type="checkbox"/> AQUACULTURE <input type="checkbox"/> AGRICULTURE (provide details below)
	<input checked="" type="checkbox"/> COMMERCIAL (provide detailed description below) <input type="checkbox"/> OTHER (provide details below)
<i>to erect Tourism Region &amp; Strategic s190f. Re-applying for Application # 148293</i>	
DESCRIBE BUILDINGS TO BE ERECTED (if applicable)	
DIMENSIONS: LENGTH <u>60'</u> WIDTH <u>40'</u>	
PROPOSED WATER AND SEWAGE FACILITIES (if applicable)	
<input checked="" type="checkbox"/> WELL <input checked="" type="checkbox"/> SEPTIC <input type="checkbox"/> MUNICIPAL WATER <input type="checkbox"/> MUNICIPAL SEWER <input type="checkbox"/> OTHER (provide details below)	

CL-0001/02-01

LAND DESCRIPTION

1. THE LAND IS SITUATED AT <i>Ad 50m 773 India Meal Line Port of Call</i>	
IN THE ELECTORAL DISTRICT OF <i>CBS Bell Island</i>	
2. IS THE LAND APPLIED FOR LOCATED WITHIN MUNICIPAL BOUNDARIES? <i>for Attached</i> <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
3. APPROXIMATE DIMENSIONS OF THE LAND FRONTAGE <i>100</i> metres DEPTH <i>61</i> metres	
4. DISTANCE TO CLOSEST WATERBODY _____ metres	NAME OF WATERBODY (if applicable)
5. IS THE SITE ACCESSIBLE BY ROAD? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
IF NO, WILL THE SITE REQUIRE NEW ROAD CONSTRUCTION FOR ACCESS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF YES, WHAT WILL BE THE APPROXIMATE LENGTH OF THE ROAD? _____ metres
FOR SITES WITHOUT ROAD ACCESS, PLEASE INDICATE METHOD OF TRANSPORTATION <input type="checkbox"/> WALKING <input type="checkbox"/> A.T.V. <input type="checkbox"/> BOAT <input type="checkbox"/> SNOWMOBILE <input type="checkbox"/> AIRCRAFT	
FOR SITES WITHOUT ROAD ACCESS, LOCATION OF ACCESS ROUTE MUST BE INDICATED ON THE MAP ATTACHED TO THE APPLICATION AND ACCESS BY A.T.V. MUST BE IN ACCORDANCE WITH A.T.V. REGULATIONS.	
6. IS THE SITE PRESENTLY OCCUPIED: FENCES, BUILDINGS, SIGNS, CLEARING, LOCAL UNDERSTANDING? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
IF YES, STATE YEAR OCCUPATION COMMENCED, AREA OCCUPIED AND NAME OF PERSON WHO DEVELOPED OR OCCUPIED THE LAND  <i>X</i>	
7. ARE YOU AWARE OF ANY EVIDENCE OF PREVIOUS LAND USE, SUCH AS FENCES, BUILDINGS, SIGNS, CLEARING, LOCAL UNDERSTANDING, ETC.? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
IF YES, STATE YEAR OCCUPATION COMMENCED, AREA OCCUPIED AND NAME OF PERSON WHO DEVELOPED OR OCCUPIED THE LAND  <i>X</i>	

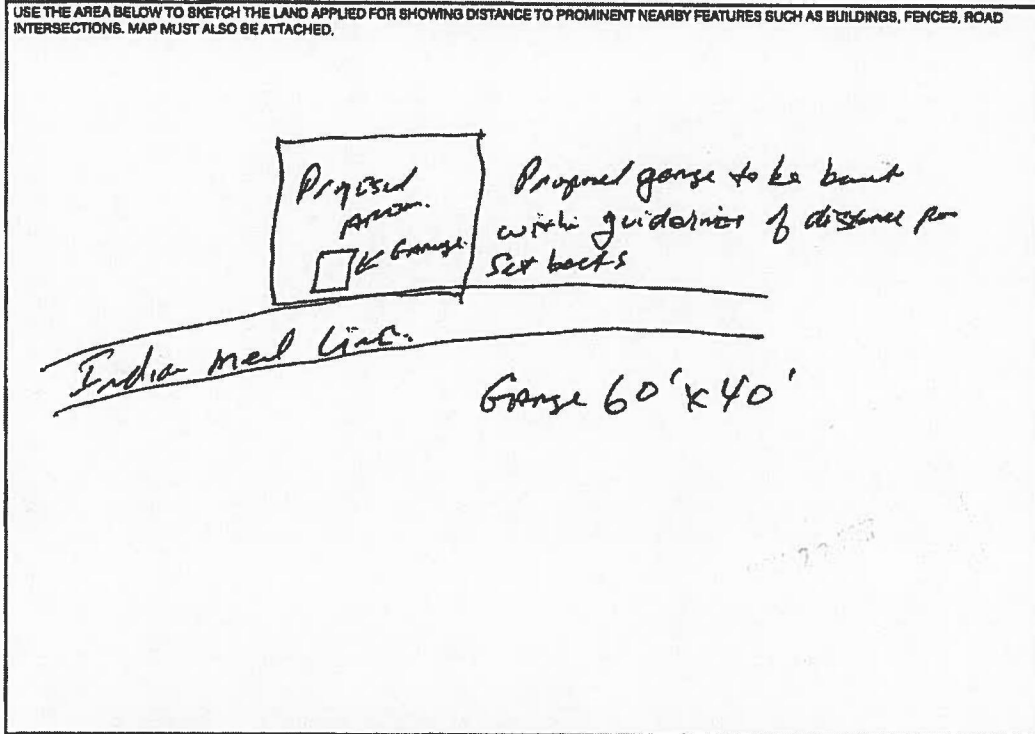
DESCRIPTION OF LAND

Please Note: When your application is accepted by this Department you are required to identify the site in the field by clearly marking your corner posts. If there is a discrepancy between the area marked in the field and the area indicated on the map, the latter shall prevail.

Sketch the land applied for showing distance to prominent nearby features such as buildings, fences, road intersections. Map must also be attached.

BOUNDED ON NORTH BY	<i>India Meal Line</i>
BOUNDED ON SOUTH BY	<i>Crown Land 130/87</i>
BOUNDED ON EAST BY	<i>Crown</i>
BOUNDED ON WEST BY	<i>Crown</i>
PLEASE NOTE IT IS THE POLICY OF THE CROWN LANDS DIVISION TO ACCEPT APPLICATIONS ON A FIRST COME - FIRST SERVED BASIS. APPLICATIONS MUST BE FULLY COMPLETED, WITH A MAP SHOWING THE EXACT LOCATIONS OF THE LAND APPLIED FOR TOGETHER WITH THE APPLICATION FEE. ONLY THEN WILL THE APPLICATION BE ACCEPTED AND DEEMED REGISTERABLE BY THIS DEPARTMENT.	

USE THE AREA BELOW TO SKETCH THE LAND APPLIED FOR SHOWING DISTANCE TO PROMINENT NEARBY FEATURES SUCH AS BUILDINGS, FENCES, ROAD INTERSECTIONS. MAP MUST ALSO BE ATTACHED.



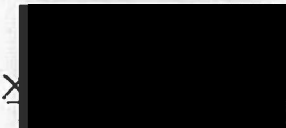
AFFIDAVIT OF APPLICANT (to be read carefully)

I, [Redacted Name] do hereby make oath and declare as follows:

- (a) The information contained in this application is true and correct to the best of my knowledge and belief.
- (b) I have inspected the land applied for and have found no evidence of occupation (with the exception of No. 6 and/or No. 7 on page 2, where applicable).
- (c) I am not aware of any adverse claim to the land applied for by any person(s).
- (d) I recognize and accept that I am solely responsible for correctly identifying the parcel of land that is the subject of this application.
- (e) I fully understand that acceptance of this application by the Department does not give me any rights or privileges in relation to the land under application.
- (f) I FULLY UNDERSTAND THAT THE LAND IS NOT TO BE OCCUPIED UNTIL I RECEIVE A FULLY EXECUTED TITLE DOCUMENT.
- (g) I FULLY UNDERSTAND THAT UNDER SECTION 14 OF THE LANDS ACT, THE MINISTER OF FISHERIES AND MARINE RESOURCES OR THE LIEUTENANT-GOVERNOR IN COUNCIL MAY CANCEL, AMEND OR OTHERWISE VARY THE GRANT, LEASE, LICENCE OR EASEMENT AT ANY TIME PRIOR TO THE DELIVERY OF A FULLY EXECUTED TITLE DOCUMENT.

Sworn before me

At St John's NL  
 this 18 day of April 2017  
[Signature]  
 Official Administering Oath



SABRINA GOULD  
 Commissioner for Oaths in and for the  
 Province of Newfoundland and Labrador  
 My commission expires on the 31st day  
 of December 2021

**NOTE:** A non-refundable processing fee of ONE HUNDRED AND FIFTY DOLLARS (\$150.00 plus H.S.T.) must accompany this application.

Cheques or money orders are to be made payable to the NEWFOUNDLAND EXCHEQUER ACCOUNT.

SUMMARY OF AGENCY REFERRALS

	Approved	Refused	Comments Attached	Date Sent	Date Received
<input checked="" type="checkbox"/> Government Service Centre	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Mines Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Transportation Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Urban and Rural Planning Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Municipal Assessment Agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Environmental Assessment Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Water Resources Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Dept. of Fisheries and Aquaculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Agriculture Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Forestry Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Wildlife Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Parks Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Municipal Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Fisheries and Oceans (Federal)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Tourism Development Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Other <i>UMO</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Other <i>HSTAC</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Officers Comments: UMA Checked.

\_\_\_\_\_  
Date \_\_\_\_\_ Lands Management/Lands Officer

**Recommendation of Regional Office:**  
 Approved (Complete section below)     Refused (Give reason)

\_\_\_\_\_  
Date \_\_\_\_\_ Regional Lands Manager

This section to be completed by Regional Office when approval is recommended.

Area approved \_\_\_\_\_ Frontage \_\_\_\_\_ Consideration/Rental \_\_\_\_\_ Back/Rental \_\_\_\_\_

Lease     Grant     Licence     Other     Type \_\_\_\_\_

Cabinet approval required  Yes     No

Special instructions to surveyor (if any): \_\_\_\_\_

**Departmental decision:**  
 Approved     Refused     Deferred     To Cabinet

Special instructions: \_\_\_\_\_

\_\_\_\_\_  
Date \_\_\_\_\_ Authorized Signing Official

Special Conditions of Approval: \_\_\_\_\_

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\_\_\_\_\_ **Date**

\_\_\_\_\_ **Regional Lands Manager**

Special Title Conditions: \_\_\_\_\_

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\_\_\_\_\_ **Date**

\_\_\_\_\_ **Regional Lands Manager**

copy

632 Indian Meal Line  
(mail) Torbay, NL  
A1K1G5

COPY

Mayor & Councillors  
Town of Portugal Cove- St. Philip's  
1119 Thorburn Road  
Portugal Cove- St. Philip's NL  
A1M 1T6

September 19, 2016

Dear Mayor & Councilors,

I am resubmitting a Crown Lands Application for a parcel of land just west of the AG access road know as civic number 773 Indian Meal Line. Sketch Attached.

This parcel was originally applied for back in 2014, was conditionally approved by Motion # 2014-405.

It has taken a period of time for this application to work its way thru the system. In a letter dated June 24 2016 from the Lands Branch, this application has been rejected. Application # 148293. Agrifoods Agency had an issue with it.

Since receiving the rejection letter, I visited to the Agrifoods office on Brookfield Rd to discuss this.



One of the concerns was that because of the depth of the land, a portion of it fell into the ADA area. Another issue was some confusion if the original application was tied to the current AG lease that I hold.

During the discussion I offered to reduce the applied for land zone depth to stay out of the ADA, and to provide a 15meter buffer on the west side of the current access road.

I still would like to erect a tractor storage and repair shop on this applied for site, but it is a separate operation from the AG lease.

The land size now I am applying for is 92meters of frontage by 61 meters deep.

If there are any questions or concerns please contact me at any time. My phone, [REDACTED] email: [REDACTED]

Sincerely

[REDACTED]

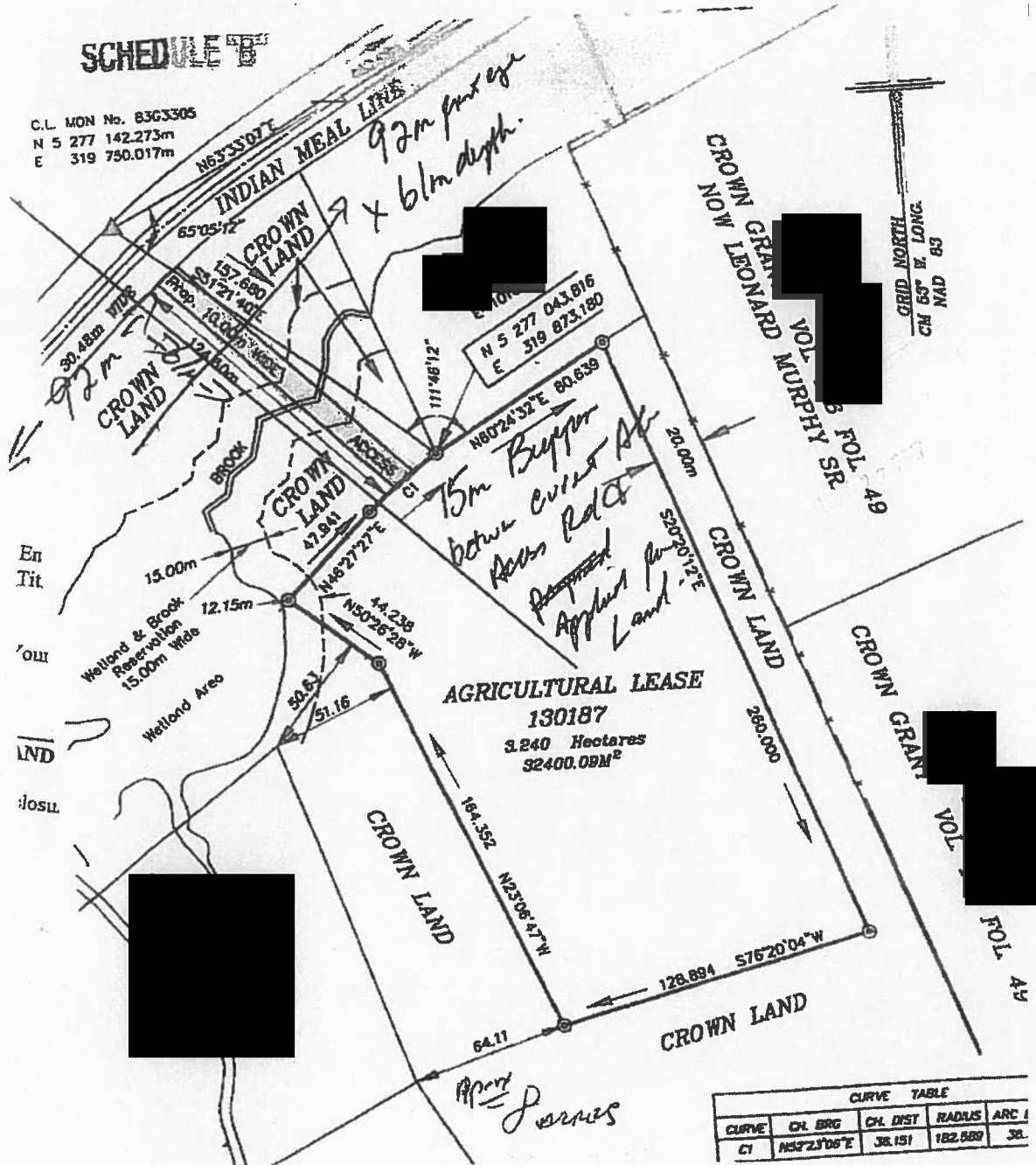
11/11/2011



Circle # 773

**SCHEDULE T**

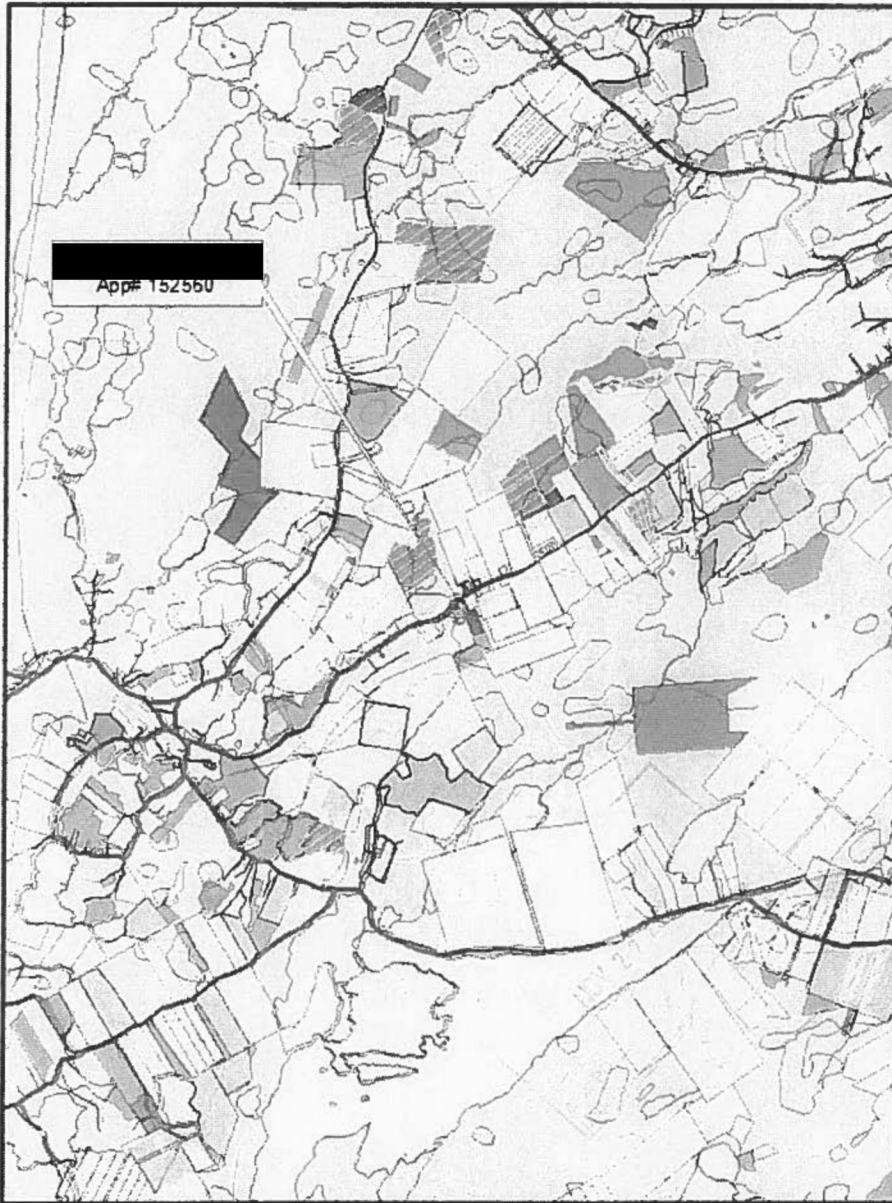
C.L. MON No. 8363305  
 N 5 277 142.273m  
 E 319 750.017m



CURVE TABLE				
CURVE	CH. BRG	CH. DIST	RADIUS	ARC L
CT	N57°23'06"E	38.151	182.589	38.

*Approved James*

Government of Newfoundland & Labrador  
Department of Fisheries & Land Resources



**NOTE TO USERS**

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Since the Register does not contain information on all land parcels and since the Province the information depicted cannot be considered complete.

The Province does not warrant the accuracy of the map and does not intend to be used as a title to land and does not issue the Crown. The accuracy of the map is not sufficient for measurement purposes and does not guarantee title.

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The user hereby indemnifies and shall hold harmless the Minister, his officers, employees and agents from and against all claims, demands, losses, actions or suits of actions, alleged or real, damages and material losses, claims or demands for any violation of copyright or intellectual property, arising out of any making or reproducing Crown Lands titles and the Minister, his or her officers, employees and agents shall not be liable for any loss or damage or costs of any other use of any title as a result.

For inquiries please contact a Regional Lands Office.  
Corner Brook - 637-2390  
Gander - 266-1400  
Clareville - 486-4074  
St. John's - 729-2694  
Goose Bay - 896-2488



**Crown Lands Administration Division**

**Scale 1:50,000**

Compiled on November 17, 2017



Government of Newfoundland & Labrador  
 Department of Fisheries & Land Resources



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Users taking any action or omissions on this map should refer to the Crown Lands Registry Section - 607-2390 for more detailed information on the St. John's, Newfoundland.

Users taking any action or omissions on this map should refer to the Crown Lands Registry Section - 607-2390. Some titles may not be shown due to Crown Lands volumes transferred from the Crown Lands Registry or not posted due to registration & title promotion.

The user shall indemnify and hold harmless the Minister, his officers, employees and agents from and against all claims, demands, liabilities, actions or costs of actions arising in any way from the use of this map, including claims on behalf of an executor or administrator of an individual's estate, arising out of the making of incomplete Crown Land titles and the Minister, his or her officers, employees and agents shall not be liable for any loss of profits or damages of any other loss of any kind as a result.

For inquiries please contact a Regional Lands Office.  
 Corner Brook - 637-2390  
 Gander - 266-1400  
 Clarenville - 486-4074  
 St. John's - 728-2664  
 Goose Bay - 896-2488



**Crown Lands Administration Division**

Scale 1:2,600

Compiled on November 17, 2017





Government of Newfoundland and Labrador  
Department of Fisheries and Land Resources

Lands Branch  
Eastern Regional Lands Office

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**APPLICATION FOR CROWN LANDS – REFERRAL**

**Applicant: MCDONALD CONTRACTING LIMITED**  
**P.O Box 541**  
**49 Lakeview Dr**  
**Goulds NL**  
**A1S 1G6**

**Telephone: (H): [REDACTED] (O): 7097430283**  
**Application Number: 152558**  
**Application Type: Grant**  
**Purpose: Commercial Use: Residential Subdivision**  
**Location: Portugal cove- St. Phillips**  
**Area (hectares): 0.64**  
**Frontage (metres): 23.2**  
**Map Number:**  
**Comments:**



**REFERRAL AGENCY ONLY**

Date: [Click here to enter a date.](#)

Department/Agency: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

**RECOMMENDATION: [Click here to select your recommendation.](#)**

COMMENTS: [Click here to enter text.](#)

Name of Respondent: [Click here to enter text.](#)

Phone No.: [Click here to enter text.](#)

**PLEASE RETURN, ELECTRONICALLY, THIS FORM AS A PDF WITH RECOMMENDATIONS AND ANY ATTACHMENTS YOU MAY HAVE.**





APPLICATION FOR CROWN LANDS

Plotted

FOR DEPARTMENT USE ONLY

APPLICATION NO. 152558 RECEIPT NO. 88290  
 FILE NO. 1-38992 AMOUNT \$172.50 DATE May 10, 2017  
 DATE REGISTERED NOV 17/17 INDICATED ON PLAN NO. \_\_\_\_\_  
 INITIAL MP TOPO NO. \_\_\_\_\_ INITIAL A+

APPLICANT INFORMATION

SURNAME McDonald Contracting Limited GIVEN NAME \_\_\_\_\_ MIDDLE NAME \_\_\_\_\_ AGE \_\_\_\_\_  
 MAILING ADDRESS Labrador drive P.O. Box 541 POSTAL CODE A1S 1G6  
 CITY/TOWN Goulds PROVINCE NFLD POSTAL CODE A1S1G6  
 BUSINESS TELEPHONE 745-0766 HOME TELEPHONE 743-0283  
 ARE YOU A RESIDENT OF THE PROVINCE OF NEWFOUNDLAND AND LABRADOR?  YES  NO  
 ARE YOU AN EMPLOYEE OF THE DEPARTMENT OF FISHERIES AND LAND RESOURCES?  YES  NO  
 HAVE YOU, YOUR SPOUSE, OR ANY DEPENDENT CHILDREN EVER APPLIED FOR, OR RECEIVED LAND FROM THE CROWN?  YES  NO  
 IF YES, SPECIFY TITLE NO(s). \_\_\_\_\_

PROPOSED TENURE AND USE

TYPE OF APPLICATION  LEASE  GRANT  LICENCE TO OCCUPY  
 LAND USE  RESIDENCE  COTTAGE  AQUACULTURE  AGRICULTURE (provide details below)  
 COMMERCIAL (provide detailed description below)  OTHER (provide details below)  
Residential subdivision development  
 DESCRIBE BUILDINGS TO BE ERECTED (if applicable) \_\_\_\_\_  
 DIMENSIONS: LENGTH \_\_\_\_\_ WIDTH \_\_\_\_\_  
 PROPOSED WATER AND SEWAGE FACILITIES (if applicable)  WELL  SEPTIC  MUNICIPAL WATER  MUNICIPAL SEWER PD.  OTHER (provide details below)  
 Rec. #: \_\_\_\_\_  
 Initial: \_\_\_\_\_

NOV 29 2017  
 Planning and Development

CL-000100-01

## LAND DESCRIPTION

1. THE LAND IS SITUATED <u>Portugal Cove - St Philips</u> IN THE ELECTORAL DISTRICT OF	
2. IS THE LAND APPLIED FOR LOCATED WITHIN MUNICIPAL BOUNDARIES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
3. APPROXIMATE DIMENSIONS OF THE LAND FRONTAGE <u>232m</u> metres DEPTH <u>335</u> metres	
4. DISTANCE TO CLOSEST WATERBODY _____ metres	NAME OF WATERBODY (if applicable)
5. IS THE SITE ACCESSIBLE BY ROAD? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
IF NO, WILL THE SITE REQUIRE NEW ROAD CONSTRUCTION FOR ACCESS? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, WHAT WILL BE THE APPROXIMATE LENGTH OF THE ROAD? _____ metres
FOR SITES WITHOUT ROAD ACCESS, PLEASE INDICATE METHOD OF TRANSPORTATION <input type="checkbox"/> WALKING <input type="checkbox"/> A.T.V. <input type="checkbox"/> BOAT <input type="checkbox"/> SNOWMOBILE <input type="checkbox"/> AIRCRAFT	
FOR SITES WITHOUT ROAD ACCESS, LOCATION OF ACCESS ROUTE MUST BE INDICATED ON THE MAP ATTACHED TO THE APPLICATION AND ACCESS BY A.T.V. MUST BE IN ACCORDANCE WITH A.T.V. REGULATIONS.	
6. IS THE SITE PRESENTLY OCCUPIED: FENCES, BUILDINGS, SIGNS, CLEARING, LOCAL UNDERSTANDING? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
IF YES, STATE YEAR OCCUPATION COMMENCED, AREA OCCUPIED AND NAME OF PERSON WHO DEVELOPED OR OCCUPIED THE LAND	
7. ARE YOU AWARE OF ANY EVIDENCE OF PREVIOUS LAND USE, SUCH AS FENCES, BUILDINGS, SIGNS, CLEARING LOCAL UNDERSTANDING, ETC.? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
IF YES, STATE YEAR OCCUPATION COMMENCED, AREA OCCUPIED AND NAME OF PERSON WHO DEVELOPED OR OCCUPIED THE LAND	

## DESCRIPTION OF LAND

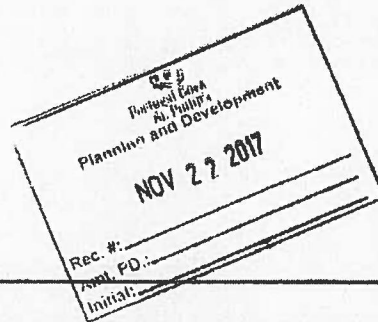
Please Note: When your application is accepted by this Department you are required to identify the site in the field by clearly marking your corner posts. If there is a discrepancy between the area marked in the field and the area indicated on the map, the latter shall prevail.

Sketch the land applied for showing distance to prominent nearby features such as buildings, fences, road intersections. Map must also be attached.

BOUNDED ON NORTH BY	<u>See attached Site Plan</u>
BOUNDED ON SOUTH BY	
BOUNDED ON EAST BY	
BOUNDED ON WEST BY	
PLEASE NOTE: IT IS THE POLICY OF THE CROWN LANDS DIVISION TO ACCEPT APPLICATIONS ON A FIRST COME - FIRST SERVED BASIS. APPLICATIONS MUST BE FULLY COMPLETED, WITH A MAP SHOWING THE EXACT LOCATIONS OF THE LAND APPLIED FOR TOGETHER WITH THE APPLICATION FEE. ONLY THEN WILL THE APPLICATION BE ACCEPTED AND DEEMED REGISTERABLE BY THIS DEPARTMENT.	

USE THE AREA BELOW TO SKETCH THE LAND APPLIED FOR SHOWING DISTANCE TO PROMINENT NEARBY FEATURES SUCH AS BUILDINGS, FENCES, ROAD INTERSECTIONS. MAP MUST ALSO BE ATTACHED

See attached side plan



AFFIDAVIT OF APPLICANT (to be read carefully)

I, John McDonald do hereby make oath and declare as follows:

- (a) The information contained in this application is true and correct to the best of my knowledge and belief.
- (b) I have inspected the land applied for and have found no evidence of occupation (with the exception of No. 6 and/or No. 7 on page 2, where applicable).
- (c) I am not aware of any adverse claim to the land applied for by any person(s).
- (d) I recognize and accept that I am solely responsible for correctly identifying the parcel of land that is the subject of this application.
- (e) I fully understand that acceptance of this application by the Department does not give me any rights or privileges in relation to the land under application.
- (f) I FULLY UNDERSTAND THAT THE LAND IS NOT TO BE OCCUPIED UNTIL I RECEIVE A FULLY EXECUTED TITLE DOCUMENT.
- (g) I FULLY UNDERSTAND THAT UNDER SECTION 14 OF THE LANDS ACT, THE MINISTER OF FISHERIES AND LAND RESOURCES OR THE LIEUTENANT-GOVERNOR IN COUNCIL MAY CANCEL, AMEND OR OTHERWISE DEAL WITH THE GRANT, LEASE, LICENCE OR EASEMENT AT ANY TIME PRIOR TO THE DELIVERY OF A FULLY EXECUTED TITLE DOCUMENT.

Sworn before me  
 At St John's  
 this 5 day of May 20 17  
Alison Baine  
 Official Administering Oath

John McDonald  
 Applicant's Signature

**NOTE:** A non-refundable processing fee of ONE HUNDRED AND FIFTY DOLLARS (\$150.00 plus H.S.T.) must accompany this application.  
 Cheques or money orders are to be made payable to the NEWFOUNDLAND EXCHEQUER ACCOUNT.

A Commissioner for Oaths in and for  
 the Province of Newfoundland and Labrador.  
 My commission expires on December 31, 2018.

**FOR DEPARTMENT USE ONLY**

**SUMMARY OF AGENCY REFERRALS**

	Approved	Refused	Comments Attached	Date Sent	Date Received
<input checked="" type="checkbox"/> Government Service Centre	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Mines Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Transportation Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Urban and Rural Planning Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Municipal Assessment Agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Environmental Assessment Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Water Resources Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Dept. of Fisheries and Aquaculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Agriculture Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Forestry Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Wildlife Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Parks Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Municipal Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Fisheries and Oceans (Federal)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Tourism Development Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Other <i>LMD</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Other <i>HISTORIC</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Officers Comments: UUA checked

---

Date \_\_\_\_\_ Lands Management/Lands Officer \_\_\_\_\_

**Recommendation of Regional Office:**

Approved (Complete section below)  Refused (Give reason)

---

Date \_\_\_\_\_ Regional Lands Manager \_\_\_\_\_

This section to be completed by Regional Office when approval is recommended.

Area approved \_\_\_\_\_ Frontage \_\_\_\_\_ Consideration/Rental \_\_\_\_\_ Back/Rental \_\_\_\_\_

Lease  Grant  Licence  Other  Type \_\_\_\_\_

Cabinet approval required  Yes  No

Special instructions to surveyor (if any): \_\_\_\_\_

---

**Departmental decision:**

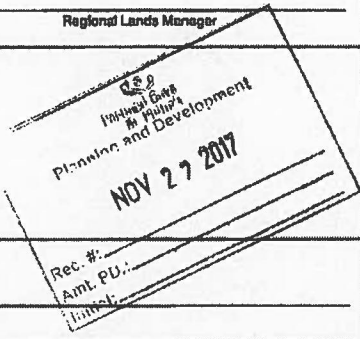
Approved  Refused  Deferred  To Cabinet

Special instructions: \_\_\_\_\_

---

Date \_\_\_\_\_ Authorized Signing Official \_\_\_\_\_



Special Conditions of Approval: _____ _____ _____ _____ _____ _____ _____ _____ _____ _____	
_____	_____
Date	Regional Lands Manager
	
Special Title Conditions: _____ _____ _____ _____ _____ _____ _____ _____ _____	
_____	_____
Date	Regional Lands Manager

Government of Newfoundland & Labrador  
 Department of Fisheries & Land Resources



**NOTE TO USERS**

The information on this map was compiled from data and sheets registered in the Crown Lands Registry.

Since the Registry does not contain information on all land ownership within the Province, the information depicted cannot be considered complete.

The boundary lines shown are intended to be used as a guide to land titles issued by the Crown. The accuracy of the data is not sufficient for measurement purposes and does not guarantee title.

Users noting any errors or omissions on this map should be asked to contact the Crown Titles Mapping Section, 4000 St. John's Newfoundland.

Users noting errors or omissions can contact the Crown Titles Mapping Section by telephone at 709-206-1300. Some files may not be added due to Crown Lands volumes missing from the Crown Lands register or not posted due to insufficient survey information.

The user hereby indemnifies and agrees to release the Ministry, its officers, employees and agents from and against all claims, demands, liabilities, actions or cause of actions, alleging any loss, injury, damages and costs, including claims or demands for any violation of copyright or intellectual property, arising out of any making or incomplete Crown Land titles and the Ministry, its officers, employees and agents shall not be liable for any errors or omissions of any kind or any other loss of any kind as a result.

For inquiries please contact a Regional Lands Office:  
 Corner Brook - 637-2390  
 Gander - 266-1400  
 St. John's - 729-2654  
 Goose Bay - 896-2488



**Crown Lands Administration Division**

**Scale 1:2,500**

Compiled on November 17, 2017



**SCHEDULE OF REFERRAL AGENCIES**

LAND MANAGEMENT OFFICER ( AVALON NORTH)  
Department of Municipal Affairs  
709-729-2654

Teresa Murphy, GSC  
SERVICE NL  
709-729-3699

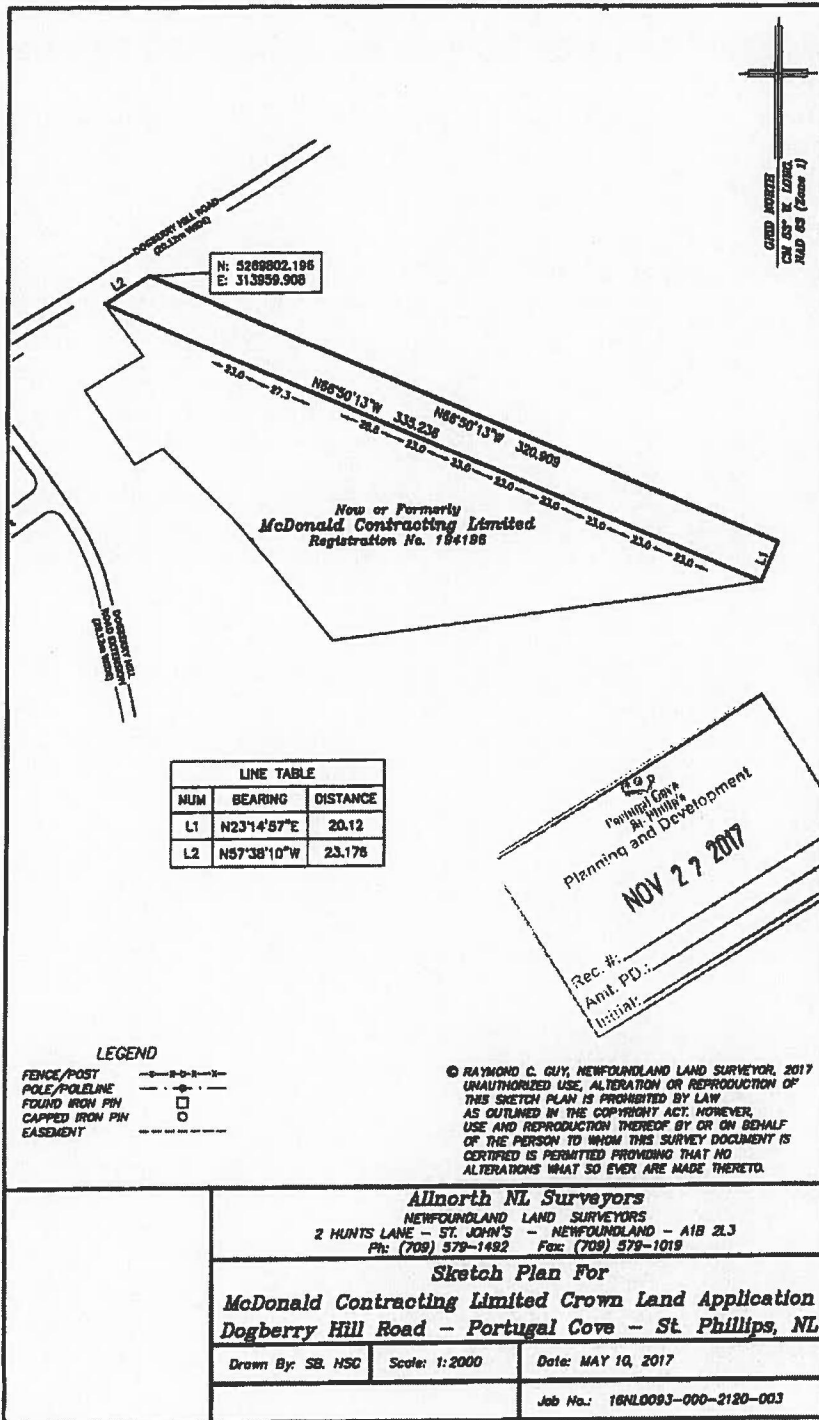
DISTRICT MANAGER, FORESTRY DIVISION  
FORESTRY & AGRIFOODS AGENCY  
709-729-4180

Dept. of Municipal Affairs and Env.  
Local Governance and Planning  
709-729-3090

Town of Portugal Cove-St. Philips  
(709) 895-8000  
[pcsp@pcsp.ca](mailto:pcsp@pcsp.ca)

Provincial Archaeology Office  
Martha Drake  
709-729-2462





N: 5269802.196  
E: 313859.908

Now or Formerly  
**McDonald Contracting Limited**  
Registration No. 184198

LINE TABLE		
NUM	BEARING	DISTANCE
L1	N23°14'57"E	20.12
L2	N57°38'10"W	23.176

Raymond C. Guy  
Newfoundland Land Surveyors  
St. Phillips  
Planning and Development  
**NOV 27 2017**  
Rec. #: \_\_\_\_\_  
Ampl. PD.: \_\_\_\_\_  
Initial: \_\_\_\_\_

**LEGEND**  
 FENCE/POST ————  
 POLE/POLELINE ————  
 FOUND IRON PIN □  
 CAPPED IRON PIN ○  
 EASEMENT - - - - -

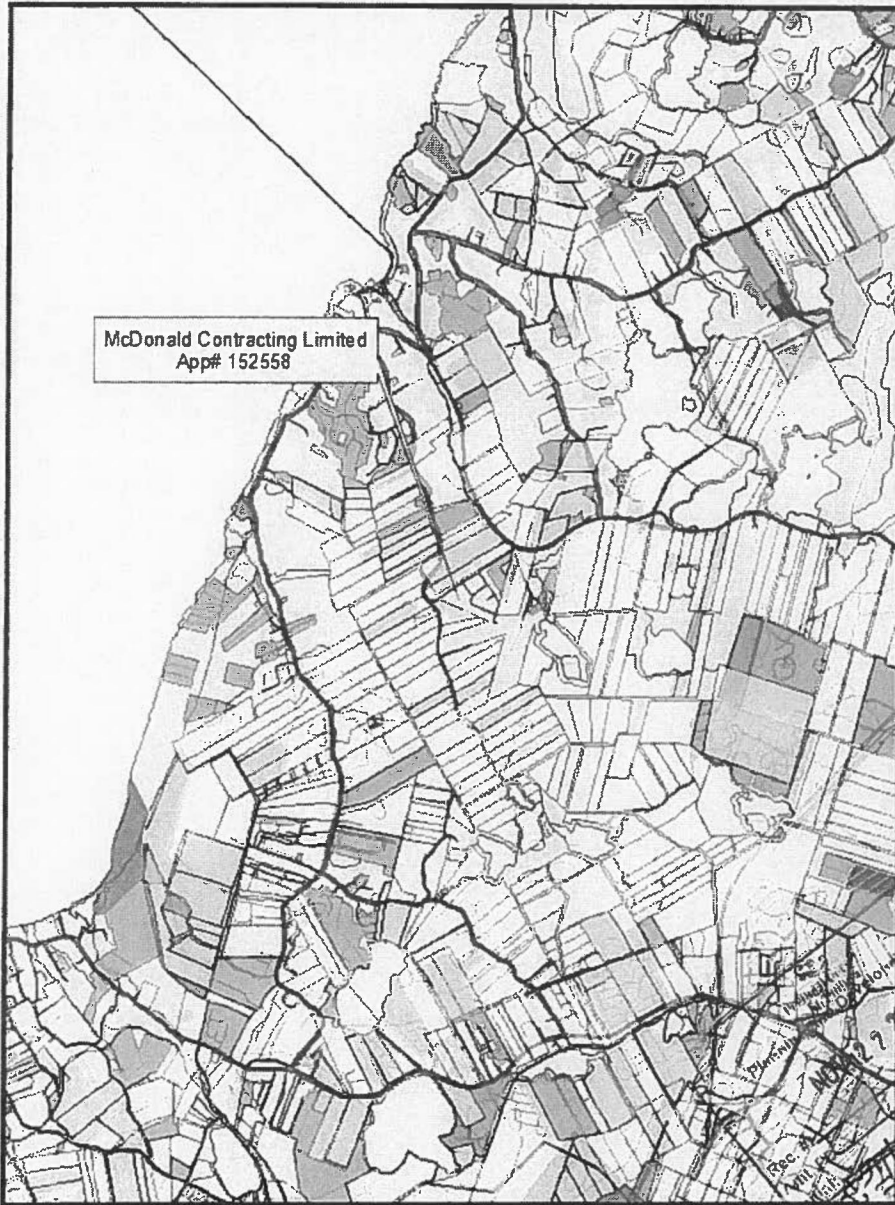
© RAYMOND C. GUY, NEWFOUNDLAND LAND SURVEYOR, 2017  
 UNAUTHORIZED USE, ALTERATION OR REPRODUCTION OF  
 THIS SKETCH PLAN IS PROHIBITED BY LAW  
 AS OUTLINED IN THE COPYRIGHT ACT. HOWEVER,  
 USE AND REPRODUCTION THEREOF BY OR ON BEHALF  
 OF THE PERSON TO WHOM THIS SURVEY DOCUMENT IS  
 CERTIFIED IS PERMITTED PROVIDING THAT NO  
 ALTERATIONS WHATSOEVER ARE MADE THERETO.

**Allnorth NL Surveyors**  
 NEWFOUNDLAND LAND SURVEYORS  
 2 HUNTS LANE - ST. JOHN'S - NEWFOUNDLAND - A1B 2L3  
 Ph: (709) 579-1492 Fax: (709) 579-1019

**Sketch Plan For**  
**McDonald Contracting Limited Crown Land Application**  
**Dogberry Hill Road - Portugal Cove - St. Phillips, NL**

Drawn By: SB, HSG	Scale: 1:2000	Date: MAY 10, 2017
		Job No.: 16NL0093-000-2120-003

Government of Newfoundland & Labrador  
Department of Fisheries & Land Resources



McDonald Contracting Limited  
App# 152558

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Users finding any errors or omissions on this map sheet are asked to contact the Crown Title Issuing Section, P.O. Box 1000, St. John's, Newfoundland.

Users finding errors or omissions can contact the Crown Title Issuing Section by telephone at 729-0061. Some titles may not be posted due to Crown Lands volumes missing from the Crown Lands Registry or not posted due to incorrect survey information.

The user hereby represents and agrees to release the Minister, his officers, employees and agents from and against all claims, demands, liabilities, actions or cause of actions, alleging any loss, injury, damage and liability, including claims or demands for an violation of copyright or intellectual property, arising out of any making or producing Crown Land titles and the Minister, his or her officers, employees and agents shall not be liable for any loss or damage or costs of any other loss of any kind as a result.

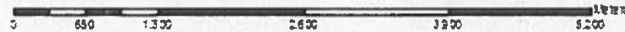
For inquiries please contact  
Regional Lands Office,  
Corner Brook - 637-2380  
Gander - 256-1400  
Clarenville - 486-4074  
St. John's - 729-2654  
Goose Bay - 896-2488



**Crown Lands Administration Division**

Scale 1:50,000

Compiled on November 17, 2017







Government of Newfoundland and Labrador  
Department of Fisheries and Land Resources

Lands Branch  
Eastern Regional Lands Office

**This e-referral has been sent to you for your recommendation.** Other referrals have been sent to the Department(s) and/or agencies on the schedule located in the e-referral folder. **YOU HAVE TWENTY-ONE (21) DAYS FROM THE DATE OF THIS REFERRAL TO PROVIDE YOUR RECOMMENDATION ON THIS APPLICATION. IF NO RESPONSE IS RECEIVED BY THE END OF 21 DAYS, IT SHALL BE ASSUMED THAT THERE ARE NO OBJECTIONS/RESTRICTIONS TO THIS APPLICATION.**

Please be advised that the site on the map, located in the e-referral folder, cannot be altered or relocated in any way without the prior approval of the Regional Lands Office.

**APPLICATION FOR CROWN LANDS – REFERRAL**

Applicant: 

Telephone: (H): 

Application Number: 152694

Application Type: Licence

Purpose: Home Gardening Use:

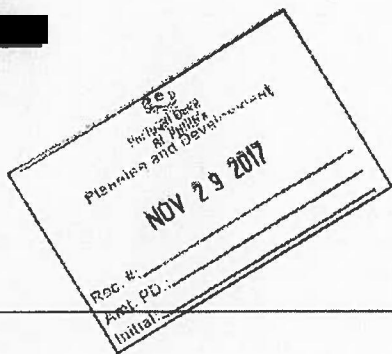
Location: Portugal Cove

Area (hectares): 0.186

Frontage (metres): 0

Map Number:

Comments:



**REFERRAL AGENCY ONLY**

Date: [Click here to enter a date.](#)

Department/Agency: [Click here to enter text.](#)

Address: [Click here to enter text.](#)

**RECOMMENDATION:** [Click here to select your recommendation.](#)

**COMMENTS:** [Click here to enter text.](#)

Name of Respondent: [Click here to enter text.](#)

Phone No.: [Click here to enter text.](#)

**PLEASE RETURN, ELECTRONICALLY, THIS FORM AS A PDF WITH RECOMMENDATIONS AND ANY ATTACHMENTS YOU MAY HAVE.**

  
**Newfoundland  
Labrador**  
 Municipal Affairs

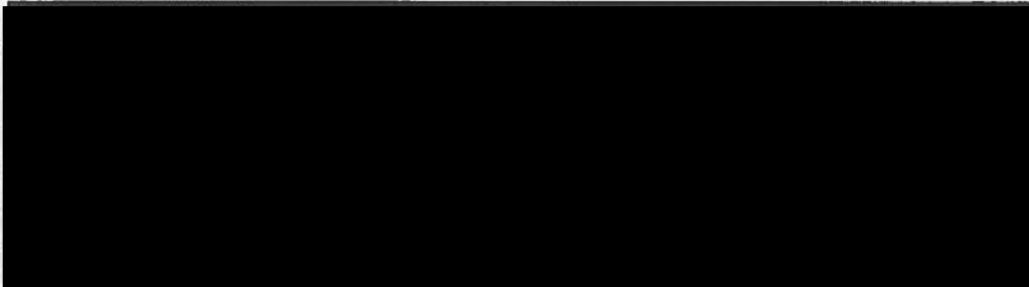
**APPLICATION FOR  
CROWN LANDS**

*Plotted*

FOR DEPARTMENT USE ONLY			
APPLICATION NO. <u>152694</u>	RECEIPT NO. <u>88182</u>		
FILE NO. <u>1-38969</u>	AMOUNT <u>172.50</u>	DATE <u>Apr 20/17</u>	
DATE REGISTERED <u>NOV 24/17</u>	INDICATED ON PLAN NO. _____		
INITIAL <u>MO</u>	TOPO NO. _____	INITIAL <u>SG</u>	

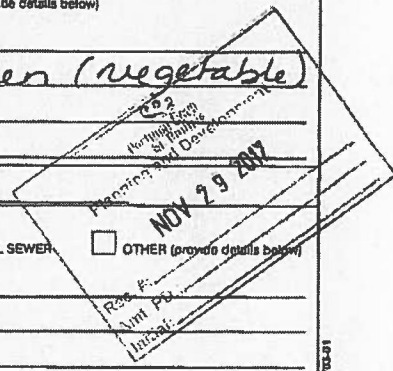
*2:15 PM*

**APPLICANT INFORMATION**



**PROPOSED TENURE AND USE**

TYPE OF APPLICATION	<input type="checkbox"/> LEASE <input type="checkbox"/> GRANT <input checked="" type="checkbox"/> LICENCE TO OCCUPY
LAND USE	<input type="checkbox"/> RESIDENCE <input type="checkbox"/> COTTAGE <input type="checkbox"/> AQUACULTURE <input checked="" type="checkbox"/> AGRICULTURE (provide details below)
<input type="checkbox"/> COMMERCIAL (provide detailed description below) <input type="checkbox"/> OTHER (provide details below)	
<i>for personal home garden (vegetable)</i>	
DESCRIBE BUILDINGS TO BE ERRECTED (if applicable)	
PROPOSED WATER AND SEWAGE FACILITIES (if applicable)	<input type="checkbox"/> WELL <input type="checkbox"/> SEPTIC <input type="checkbox"/> MUNICIPAL WATER <input type="checkbox"/> MUNICIPAL SEWER <input type="checkbox"/> OTHER (provide details below)
<i>Rainwater collection old well</i>	



CL-0001/100-01

**LAND DESCRIPTION**

1. THE LAND IS SITUATED AT <i>Portugal Cove adjacent to 1801 Portugal Cove Road</i>	
IN THE ELECTORAL DISTRICT OF <i>Conception Bay East Bell Island</i>	
2. IS THE LAND APPLIED FOR LOCATED WITHIN MUNICIPAL BOUNDARIES? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO IF YES, YOU MUST ENCLOSE A MUNICIPAL RECOMMENDATION FORM IF YES, YOU MUST ENCLOSE A MUNICIPAL RECOMMENDATION FORM NOTE: THIS FORM IS AVAILABLE FROM THE MUNICIPAL COUNCIL, REGIONAL LANDS OFFICE, & GOVERNMENT SERVICE CENTRES	
3. APPROXIMATE DIMENSIONS OF THE LAND <i>see attached</i> FRONTAGE <i>0</i> metres DEPTH <i>varies</i> metres	
4. DISTANCE TO CLOSEST WATERBODY <i>1000</i> metres	NAME OF WATERBODY (if applicable)
5. IS THE SITE ACCESSIBLE BY ROAD? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
IF NO, WILL THE SITE REQUIRE NEW ROAD CONSTRUCTION FOR ACCESS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF YES WHAT WILL BE THE APPROXIMATE LENGTH OF THE ROAD? _____ metres
FOR SITES WITHOUT ROAD ACCESS, PLEASE INDICATE METHOD OF TRANSPORTATION <input type="checkbox"/> WALKING <input type="checkbox"/> A.T.V. <input type="checkbox"/> BOAT <input type="checkbox"/> SNOWMOBILE <input type="checkbox"/> AIRCRAFT	
FOR SITES WITHOUT ROAD ACCESS, LOCATION OF ACCESS ROUTE MUST BE INDICATED ON THE MAP ATTACHED TO THE APPLICATION AND ACCESS BY A.T.V. MUST BE IN ACCORDANCE WITH A.T.V. REGULATIONS. <i>from applicants property</i>	
6. IS THE SITE PRESENTLY OCCUPIED: FENCES, BUILDINGS, SIGNS, CLEARING, LOCAL UNDERSTANDING? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
IF YES STATE YEAR OCCUPATION COMMENCED, AREA OCCUPIED AND NAME OF PERSON WHO DEVELOPED OR OCCUPIED THE LAND	
7. ARE YOU AWARE OF ANY EVIDENCE OF PREVIOUS LAND USE SUCH AS FENCES, BUILDINGS, SIGNS, CLEARING, LOCAL UNDERSTANDING, ETC? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
IF YES, STATE YEAR OCCUPATION COMMENCED, AREA OCCUPIED AND NAME OF PERSON WHO DEVELOPED OR OCCUPIED THE LAND	

**DESCRIPTION OF LAND**

Please Note: When your application is accepted by this Department you are required to identify the site in the field by clearly marking your corner posts. If there is a discrepancy between the area marked in the field and the area indicated on the map, the latter shall prevail.

Sketch the land applied for showing distance to prominent nearby features such as buildings, fences, road intersections. Map must also be attached.

BOUNDED ON NORTH BY	<i>Crown Land</i>
BOUNDED ON SOUTH BY	<i>Crown Land</i>
BOUNDED ON EAST BY	<i>Crown Land</i>
BOUNDED ON WEST BY	<i>Applicant</i>
PLEASE NOTE: IT IS THE POLICY OF THE CROWN LANDS DIVISION TO ACCEPT APPLICATIONS ON A FIRST COME - FIRST SERVED BASIS. APPLICATIONS MUST BE FULLY COMPLETED, WITH A MAP SHOWING THE EXACT LOCATIONS OF THE LAND APPLIED FOR TOGETHER WITH THE APPLICATION FEE. THE APPROVED MUNICIPAL RECOMMENDATION FORM FROM COUNCIL, IF APPLICABLE, MUST ALSO BE ATTACHED. ONLY THEN WILL THE APPLICATION BE ACCEPTED AND DEEMED REGISTERABLE BY THIS DEPARTMENT.	



SKETCH

USE THE AREA BELOW TO SKETCH THE LAND APPLIED FOR SHOWING DISTANCE TO PROMINENT NEARBY FEATURES SUCH AS BUILDINGS, FENCES, ROAD INTERSECTIONS. MAP MUST ALSO BE ATTACHED

See attached  
Schedule "A"

AFFIDAVIT OF APPLICANT (to be read carefully)

I, [redacted] do hereby make oath and declare as follows:

- (a) The information contained in this application is true and correct to the best of my knowledge and belief.
- (b) I have inspected the land applied for and have found no evidence of occupation (with the exception of No. 6 and/or No. 7 on page 2, where applicable).
- (c) I am not aware of any adverse claim to the land applied for by any person(s).
- (d) I recognize and accept that I am solely responsible for correctly identifying the parcel of land that is the subject of this application.
- (e) I fully understand that acceptance of this application by the Department does not give me any rights or privileges in relation to the land under application.
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Sworn before me

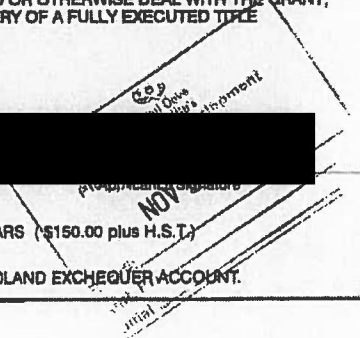
At Portugal Cove - St. Philips

this 19 day of April 2017

Ruby King  
Official Administering Oath  
RUBY ELLEN KING

[redacted]

NOTE: A non-refundable fee of ONE HUNDRED AND FIFTY DOLLARS (\$150.00 plus H.S.T.) must accompany this application and Labrador. Cheques or money orders payable to the NEWFOUNDLAND EXCHEQUER ACCOUNT.



FOR DEPARTMENT USE ONLY

SUMMARY OF AGENCY REFERRALS

	Approved	Refused	Comments Attached	Date Sent	Date Received
<input checked="" type="checkbox"/> Government Service Centre	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Mines Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Transportation Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Urban and Rural Planning Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Municipal Assessment Agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Environmental Assessment Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Water Resources Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Dept. of Fisheries and Aquaculture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Agriculture Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Forestry Branch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Wildlife Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Parks Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Municipal Authority	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Fisheries and Oceans (Federal)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/> Tourism Development Division	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Other <i>WMO</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input checked="" type="checkbox"/> Other <i>Historic</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Officers Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_ Lands Management/Lands Officer

Recommendation of Regional Office:

Approved (Complete section below)  Refused (Give reason)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_ Regional Lands Manager

This section to be completed by Regional Office when approval is recommended.

Area approved \_\_\_\_\_ Frontage \_\_\_\_\_ Consideration/Rental \_\_\_\_\_ Back/Rental \_\_\_\_\_

Lease  Grant  Licence  Other  Type \_\_\_\_\_

Cabinet approval required  Yes  No

Special instructions to surveyor (if any): \_\_\_\_\_

\_\_\_\_\_

Departmental decision:

Approved  Refused  Deferred  To Cabinet

Special instructions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_ Authorized Signing Official

Special Conditions of Approval \_\_\_\_\_

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\_\_\_\_\_ Date

\_\_\_\_\_ Regional Lands Manager

Special Title Conditions: \_\_\_\_\_

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**COO**  
Portugal Cove  
6th Floor  
Planning and Development

**NOV 29 2017**

\_\_\_\_\_ Date

\_\_\_\_\_ Regional Lands Manager

**SCHEDULE OF REFERRAL AGENCIES**

LAND MANAGEMENT OFFICER ( AVALON NORTH)  
Department of Municipal Affairs  
709-729-2654

Teresa Murphy, GSC  
SERVICE NL  
709-729-3699

DISTRICT MANAGER, FORESTRY DIVISION  
FORESTRY & AGRIFOODS AGENCY  
709-729-4180

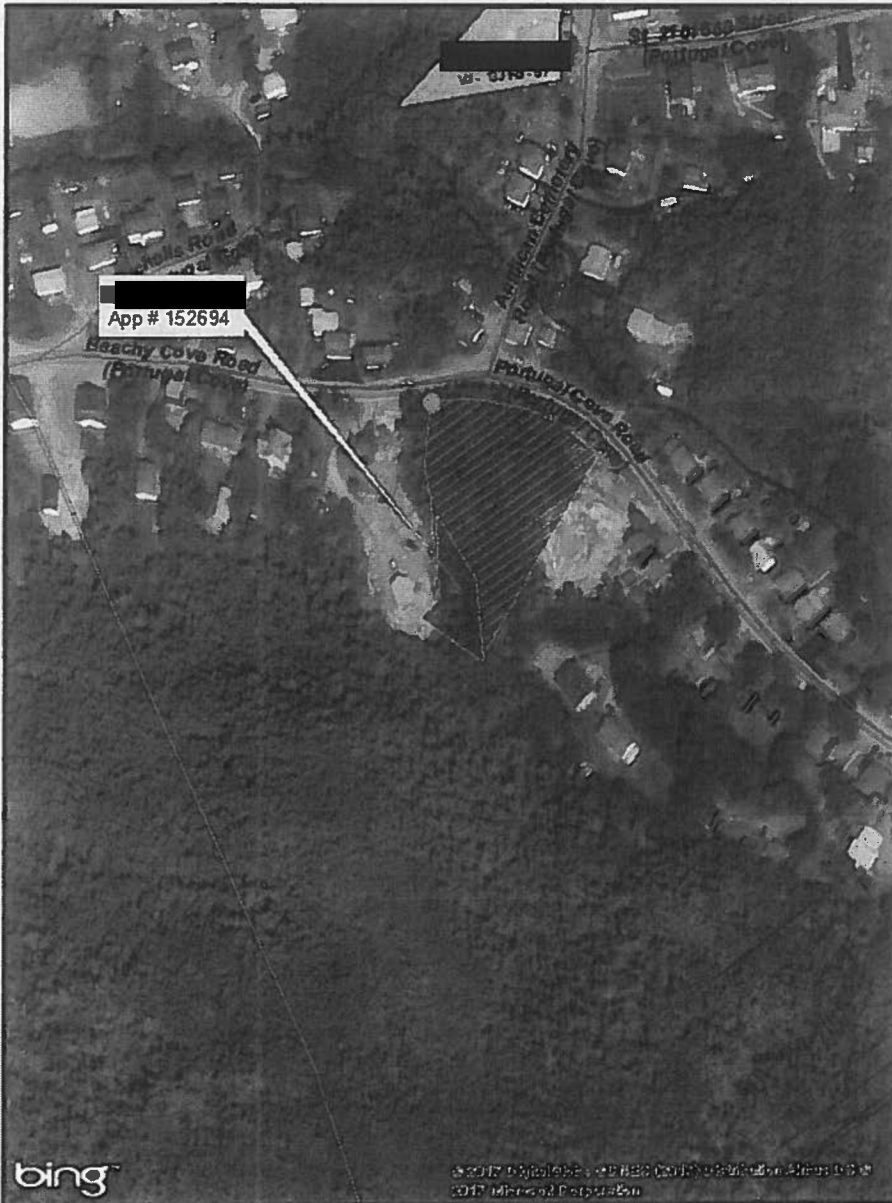
Dept. of Municipal Affairs and Env.  
Local Governance and Planning  
709-729-3090

Town of Portugal Cove-St. Philips  
(709) 895-8000  
pcsp@pcsp.ca

Provincial Archaeology Office  
Martha Drake  
709-729-2462



Government of Newfoundland & Labrador  
 Department of Fisheries & Land Resources



**NOTE TO USERS**

The information on this map was compiled from data currently registered in the Crown Lands Register.

Since the Register does not contain information on all land owned by the Province the information depicted cannot be considered complete.

The boundary lines shown are intended to be used as an index to and files issued by the Crown. The accuracy of the data is not sufficient for measurement purposes and does not guarantee title.

Users having any errors or omissions on this map should be asked to contact the Crown Lands Mapping Section, Master Building, Higgins Lane, St. John's, Newfoundland.

Users finding errors or omissions can contact the Crown Lands Mapping Section by telephone at 709-4061. Some fees may not be added due to Crown Lands volumes missing from the Crown Lands register or not posted due to insufficient survey information.

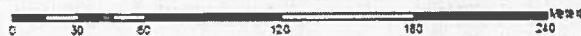
The user hereby indemnifies and saves harmless the Minister, his officers, employees and agents from and against all claims, demands, lawsuits, actions or cause of actions, alleging any loss, harm, damages and matter including claims or demands for any violation of copyright or intellectual property, arising out of any reliance on incomplete Crown Lands files and the Minister, his officers, employees and agents shall not be liable for any loss of profits or damages of any other loss of any kind as a result.

For inquiries please contact a Regional Lands Office:  
 Corner Brook - 637-2390  
 Gander - 266-1400  
 Clarenville - 486-4074  
 St. John's - 729-2654  
 Goose Bay - 896-2488



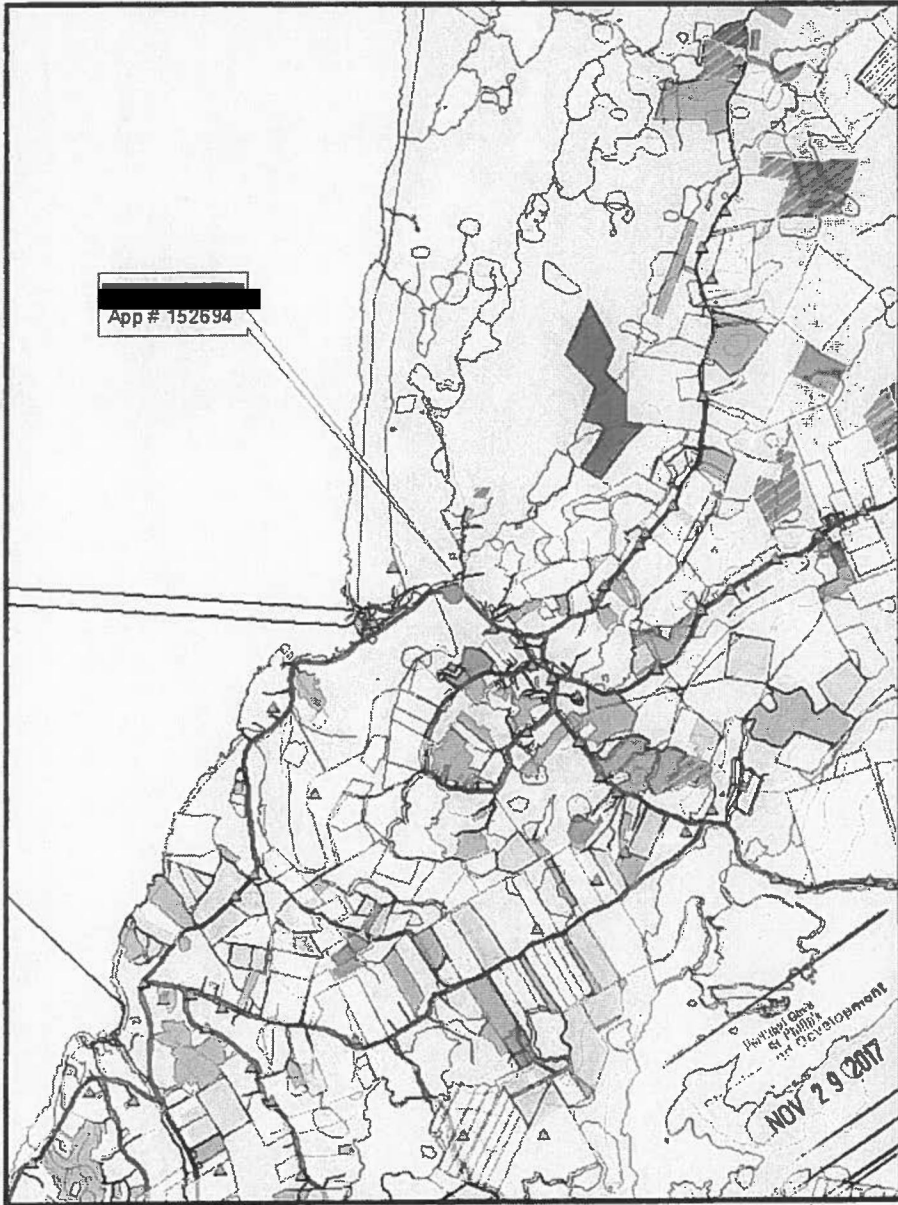
**Crown Lands Administration Division**

Scale 1:2,500  
 Compiled on \*





Government of Newfoundland & Labrador  
 Department of Fisheries & Land Resources



**NOTE TO USERS**

The information on this map was compiled from data and surveys registered in the Crown Lands Registry.

Since the Registry does not contain information on all land parcels within the Province the information depicted cannot be considered complete.

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Users finding any errors or omissions on this map sheet are urged to contact the Crown Lands Mapping Section, P.O. Box 1000, St. John's, Newfoundland.

Users finding errors or omissions can contact the Crown Lands Mapping Section by telephone at 726-0061. Some titles may not be plotted due to Crown Lands volumes missing from the Crown Lands Registry or not plotted due to insufficient survey information.

The User hereby indemnifies and holds harmless the Minister, his officers, employees and agents from and against all claims, demands, liabilities, actions or cause of actions, alleging any loss, injury, damage and matter including claims or demands for any violation or infringement of intellectual property arising out of any printing or incomplete Crown Land titles and the Minister, his officers, employees and agents shall not be liable for any loss of profits or damages or any other loss of any kind as a result.

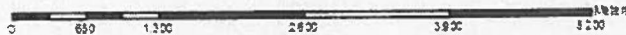
For inquiries please contact a Regional Lands Office.  
 Corner Brook - 637-2390  
 Gander - 256-1400  
 Clarenville - 488-4074  
 St. John's - 726-2654  
 Goose Bay - 696-2488

Planning Board  
 at Phillips  
 for Development  
 NOV 29 2017



**Crown Lands Administration Division**

Scale 1:60,000  
 Compiled on "



**Ashley Mackinnon**

---

**From:** Les Spurrell  
**Sent:** December-14-17 10:09 AM  
**To:** Ashley Mackinnon  
**Subject:** FW: Building set back etc pond side

Copied.

**Les Spurrell**  
Planning & Development  
Coordinator  
T: 709.895.8000  
F: 709.895.3780



**Portugal Cove  
St. Philip's**

Just imagine!

1119 Thorburn Road  
Portugal Cove-St. Philip's  
A1M 1T6

This information is provided as a convenience to you only and is without warranty, guarantee or responsibility of any kind, either expressed or implied. The Town does not guarantee that the information that is provided is current or accurate. You should verify that the information is accurate before acting on it.

[Please click here for The Town of Portugal Cove-St. Philip's email Disclaimer](#)

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**From:** Chris Milley  
**Sent:** Tuesday, November 28, 2017 3:51 PM  
**To:** Les Spurrell  
**Subject:** FW: Building set back etc pond side

FYI for future P&D discussion.  
Chris

**From:** [REDACTED]  
**Sent:** November-28-17 11:54 AM  
**To:** Chris Milley <Chris.Milley@pcsp.ca>; Tina Neary <Tina.Neary@pcsp.ca>; Julie Pomeroy <Julie.Pomeroy@pcsp.ca>; [REDACTED] <jeff.lawlor@pcsp.ca>  
**Subject:** Building set back etc pond side

Chris, I am getting more and more concerned about the new building activities pond side. There are two policy/regulations related to this ie vegetation buffer zone and general pond side buffer zone the latter being 30m. There are new buildings on Mitchell's Pond, Murrays Pond and Butler's Pond which look like they are only 10m from the ponds. there are numerous others that even the houses are closer all within the past few years. There are far too many lawns right down to water's edge. Our Green Team results and plain old common sense tells us that eutrophication is under way and worsening in our common property community ponds driven by these factors and septic systems that have failed or were doomed to fail from the get go given water tables and general topographic profiles not to mention the shutting off of public access to the ponds. Between you you need to put the boots in on this. Otherwise the future health outlook for these ponds is bleak and they will become not much better than open sewers. Is this the heritage we want to leave behind us? This will come to our table at the ACE meeting but we need some kind of strong reassurance to tell us that we're not wasting our time. This only leads to total distrust of Council as stewards of our environment, hardly consistent with the reception we got at our presentation to Council as I read the meeting.  
dick W.

[Please click here for The Town of Portugal Cove-St. Philip's email Disclaimer](#)

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Item # 7



Portugal Cove  
St. Philips

DEC 05 2017

Rec. #: \_\_\_\_\_  
Amt. PD.: \_\_\_\_\_  
Int. #: \_\_\_\_\_

TOWN OF PORTUGAL COVE-ST-PHILIPS

DEC 05 2017  
RECEIVED 

December 5<sup>th</sup>, 2017

Planning & Development  
Town of Portugal Cove - St. Philips  
1119 Thorburn Road  
Portugal Cove - St. Philips NL A1M 1T6

To Whom It May Concern:

I am writing to express my concerns about an important issue and would appreciate a response at your earliest convenience. This has to do with the use of open rat traps in residential areas which may cause serious harm to residents and their pets.

First, I will provide information leading to my concerns. I recently discovered open rat traps which a neighbor has placed on my land near the boundary of our two properties. I was informed in a letter from the town (signed by David Beckett, dated September 28<sup>th</sup>, 2017) that my neighbor had made a complaint about me (having to do with birdfeeders and rodents). As advised in the letter, I contacted Ms. Sharon Metcalfe of Service NL and arranged for a full inspection of my property. During that time, I was shocked to discover the open and baited rat traps. I had no idea there was danger on my property to my family and my cats and would never have expected this from my neighbor given that for years, he had two cats who roamed my garden and I looked out for them. Ms. Metcalfe took pictures and disengaged a number of the traps and commented on how two birds that were in in the traps were likely attracting rodents.

I later followed up with Ms. Metcalfe and we set a time for her to do a follow-up visit to my garden (October 30<sup>th</sup>). As indicated in her letters (October 5<sup>th</sup> and November 10<sup>th</sup>), she was satisfied that I am following all recommendations and also reported that she had never seen any indication of rodents or rodent droppings in my garden. Mr. Beckett also came later on the day of October 30<sup>th</sup>, toured my garden and took pictures of the rat traps (my neighbor has a fence going around the back of his property and had placed the traps outside on my land).

Ms. Metcalfe appeared disturbed to see that the rat traps had not been checked for a month and possibly a cat could have been trapped there all that time. In her letters, she advised Mr. Beckett about her investigation, findings and recommendations for prevention of any rodent infestation. I have followed all of these recommendations and was grateful for her advice.

It should be noted that I am living in a naturally wooded area (this wooded area overlaps onto other properties) and it is nature's way that there are wildlife in these areas. I have almost an acre of property and at least one half is a natural wooded area. Possibly rodents may have been driven out of the underground by work my neighbor has been doing in his garden.

I would appreciate your direction in addressing this matter as I am concerned for the safety of my family and cats. One of my cats came from a farm and needs to get out a few times a day and it is a miracle he is still alive or not seriously harmed. I am also concerned about other pets who wander off or get off their leash (a number have passed through my garden as well as my neighbours' garden). I am fearful when walking in my back garden (a few times, I almost stepped on an open trap) and concerned about other possible situations like this in the town.

I appreciate your consideration of my concerns and look forward to any direction you may provide.

Sincerely,



St. Philip's  
Parish Council  
Planning and Development

DEC 05 2017

Rec. #: \_\_\_\_\_  
Amt. PD.: \_\_\_\_\_  
Initial: \_\_\_\_\_



Government of Newfoundland and Labrador  
Department of Fisheries and Land Resources

Lands Branch  
Eastern Regional Lands Office

In Reply Please Quote  
File Reference No.

NOV 23, 2017

1019832

TOWN OF PORTUGAL COVE-ST. PHILLIP'S  
1119 Thorburn Rd  
St. Philip's NL  
A1M 1T6

TOWN OF PORTUGAL COVE-ST-PHILIP'S

2017

Dear Sir/Madam:

RECEIVED

**RE: APPLICATION NO.: 152565**  
**TYPE: Permission**  
**PURPOSE: Permission to Construct**  
**LOCATION: Portugal Cove-St. Philips**

This will acknowledge receipt of the above referenced application for a Crown title. The application has now been registered and via a copy of this letter, the Department and/or agencies on the attached schedule have been asked to forward their comments and recommendations on your application to the Regional Lands Office.

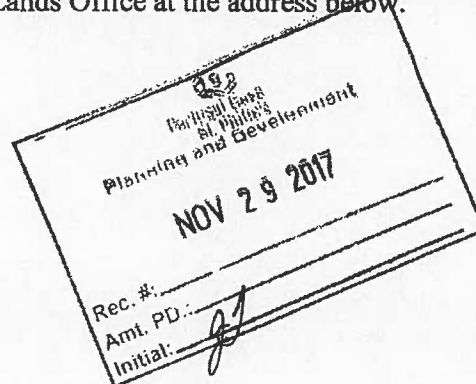
Your application will be reviewed and a final decision will be made when the recommendations have been received from these Departments and/or agencies.

To assist inspectors in locating the area applied for and to avoid delays in processing your application it is advisable to place your name and application number on the site. Your application is being processed for the site indicated on the attached map.

**Please note that the land is not to be occupied until you receive a fully executed title document.** If you require any additional information concerning the processing of this application please contact the Regional Lands Office at the address below.

Yours truly,

*Melene Youder*  
**LANDS OFFICER**  
Attachment(s)



**SCHEDULE OF REFERRAL AGENCIES**

LAND MANAGEMENT OFFICER ( AVALON NORTH)

Department of Municipal Affairs

709-729-2654

Teresa Murphy, GSC

SERVICE NL

709-729-3699

DISTRICT MANAGER, FORESTRY DIVISION

FORESTRY & AGRIFOODS AGENCY

709-729-4180

Dept. of Municipal Affairs and Env.

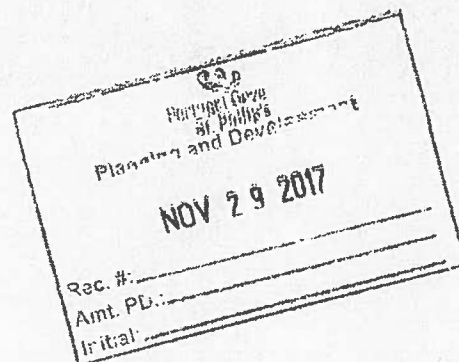
Local Governance and Planning

709-729-3090

Provincial Archaeology Office

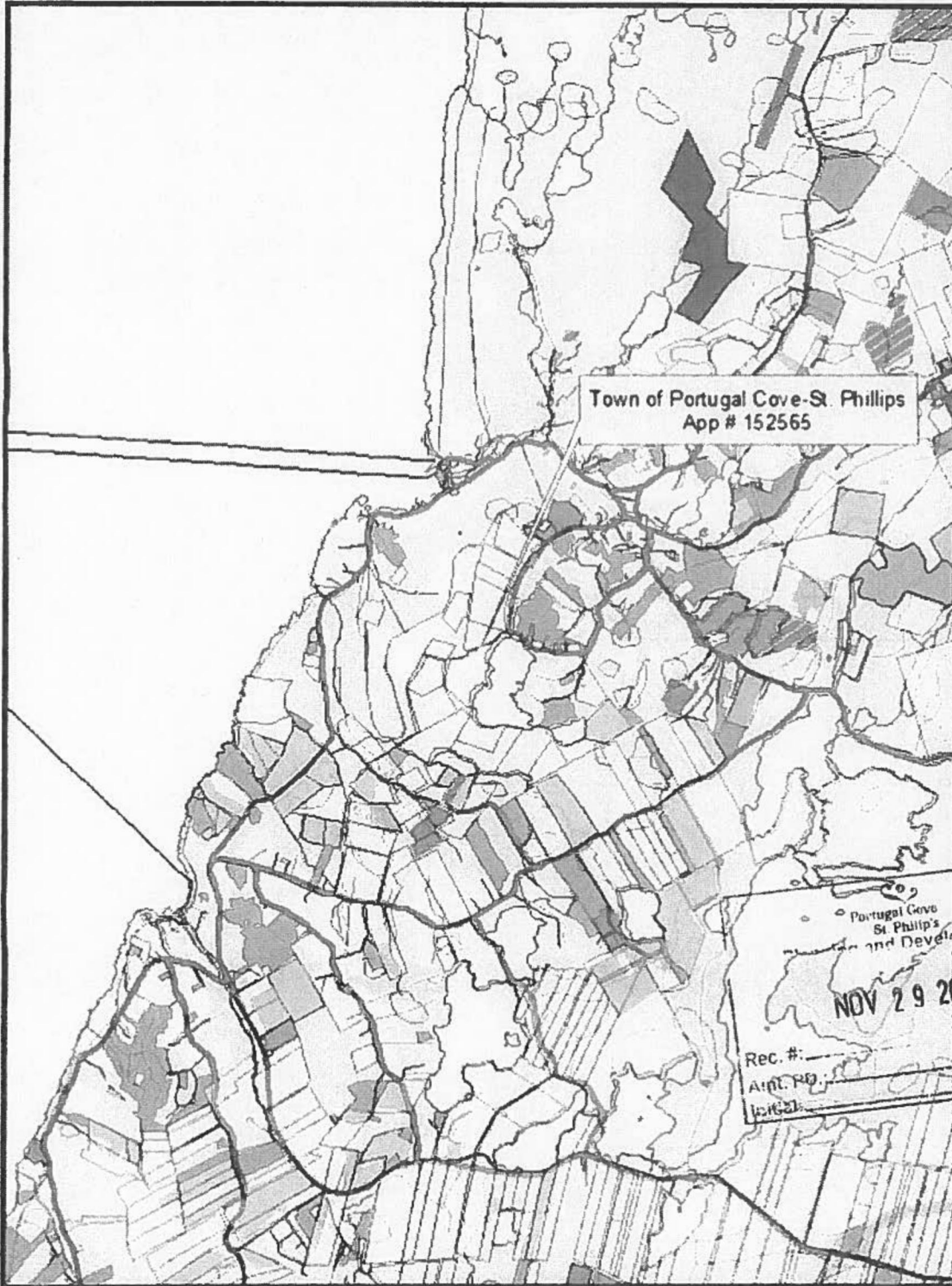
Martha Drake

709-729-2462





**Government of Newfoundland & Labrador  
Department of Fisheries & Land Resources**



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The boundary lines shown are intended to be used as an index and titles issued by the Crown are not accurate; of the plot is not sufficient for measurement purposes and does not guarantee title.

Users finding any errors or omissions on this map sheet are asked to contact the Crown Title Mapping Section, Ministry Building, Huggins Lane, St. John's, Newfoundland.

Users finding errors or omissions should contact the Crown Titles Mapping Section by telephone at 729-006. Some titles may not be plotted due to Crown Lands volumes missing from the Crown Lands registry or not plotted due to insufficient survey information.

The User hereby indemnifies and saves harmless the Minister, his officers, employees and agents from and against all claims, demands, liabilities, actions or cause of actions alleging any loss, injury, damages and matter including oral or demands for any violation, copyright or intellectual property arising out of any missing or incomplete Crown Land titles. The Minister, his or her officer, employees and agents shall not be liable for any loss of profits or contracts or any other loss of the user as a result.

For inquiries please contact a Regional Lands Office:  
 Corner Brook - 637-2390  
 Gander - 258-1400  
 Clarenville - 866-4074  
 St. John's - 729-2654  
 Goose Bay - 896-2488

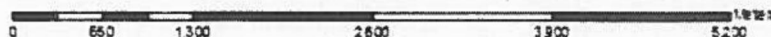
Rec. #:  
 Amt. Pd:  
 Initial:



**Crown Lands Administration Division**

**Scale 1:50,000**

Compiled on November 17, 20



Government of Newfoundland & Labrador  
 Department of Fisheries & Land Resources



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For inquiries please contact a Regional Land's Office.  
 Corner Brook - 837-2390  
 Gander - 256-1400  
 Clarenville - 466-4074  
 St. John's - 729-2854  
 Goose Bay - 896-2488



**Crown Lands Administration Division**

**Scale 1:2,500**

Compiled on November 17, 2011

