



~ MINUTES ~

**Members Present:** Mayor: Arthur Petten  
 Deputy Mayor: Scott Rose  
 Councilors: Joyce Petten  
 Melissa Heirlihy  
 Beverley Wells

**Regrets:** Councilors: Darrell Percy  
 David McLean

**Also Present:** Clerk: Terrie Lynn Hussey-Aisien

**Call to Order:**

Mayor Petten called meeting to order at 7:02 p.m.

Mayor addressed Council and asked for approval to move the Delegates (Betty Moore and Danielle Bussey) from Bay de Grave Regional Municipal Services Board to the top of the meeting.  
Council agreed

**Delegations:**

Betty Moore chair of the Bay de Grave Regional Municipal Services Board addressed Council regarding the Board’s policy and the motion of Council made on July 2<sup>nd</sup>, 2014, Motion #14-052 Fire Protection fees are invoice quarterly, invoices are to be paid within 30 days of the date of the invoice with a post dated cheque for the end of the billing period. The Board’s policy is that payments are due 30 days from the invoice date for each quarter.

Mayor Petten requested that year end financial statements from Bay de Grave Regional Municipal Services Board be submitted to the Town annually.

**Motion # 14-079** The invoice from Bay de Grave Regional Municipal Services Board is to be paid within 30 days of the date of the invoice for each quarter.

**Moved/Seconded** **Rose/Hierlihy**  
**In favour:** Mayor: Arthur Petten  
 Deputy Mayor: Scott Rose  
 Councilors: Melissa Hierlihy  
 Joyce Petten  
 Beverley Wells

**Opposed: 0 Motion Carried**

BE IT RESOLVED that the invoice from Bay de Grave Regional Municipal Services Board will be paid within 30 days of the date of the invoice for each quarter.

**Motion # 14-080** Rescind motion #14-052

**Moved/Seconded** **Hierlihy/A. Petten**  
**In favour:** Mayor: Arthur Petten  
 Deputy Mayor: Scott Rose  
 Councilors: Melissa Hierlihy  
 Joyce Petten  
 Beverley Wells

**Opposed: 0 Motion Carried**

BE IT RESOLVED that Motion #14-052 made on July 2<sup>nd</sup>, 2014 is rescinded.

**Adoption of Minutes:**

**Motion # 14-081** Minutes of August 6<sup>th</sup>, 2014 meeting Accepted and Approved as written and circulated.

**Moved/Seconded** **Rose/Wells**  
**In favour:** Mayor: Arthur Petten  
 Deputy Mayor: Scott Rose  
 Councilors: Melissa Hierlihy  
 Joyce Petten  
 Beverley Wells

**Opposed: 0 Motion Carried**

BE IT RESOLVED that the minutes are approved as written and circulated.

**Business arising from minutes:**

Dawe's Road as per delegate at August meeting Residents would like for approximately 200 feet of Dawe's Road to be paved. Council is continuing to look into this.

**Committee Reports:**

a) South River Recreation Committee

- Storage

Council is in agreement with the purchase of locks for 1 drawer and 2 cupboards. Council suggested that the garage be cleaned out for the committee to occupy an area of the garage for recreational supplies, etc

- Office Space
- Guidelines for Basement usage

Council would like a rental agreement in place, and require a deposit fee, the committee can develop a rental agreement and guidelines for users and present it to council for review and or modify if necessary. Rental agreement must include a damage deposit.

Council will purchase 40 chairs and 10 tables the committee should get an estimate of what the cost will be and if it reasonable then it will be purchased. The committee should comply a list of what items is needed to be purchased for the basement and present to the Council at next meeting. The committee has several events planned for the future including a recycling drive.

**Motion # 14-082** Council will purchase approximately 40 chairs and 10 tables for the basement.

<b>Moved/Seconded</b>	<b>Hierlihy/Rose</b>
<b>In favour:</b>	Mayor: Arthur Petten
	Deputy Mayor: Scott Rose
	Councilors: Melissa Hierlihy
	Joyce Petten
	Beverley Wells

**Opposed: 0 Motion Carried**

BE IT RESOLVED that Council will purchase approximately 40 chairs and 10 tables for the basement at a reasonable cost.

- b) Bay de Grave Regional Municipal Services Board - N/A
- c) CMNS War Memorial Committee - N/A

\* Clerk to send a letter to the Accountant inquiring as to how the year end audit for 2013 is progressing, if there are any book keeping adjustments required they are to be forwarded to the town office.

**Correspondence:**

- a) ADT Security - Reviewed by Council
- b) Open House Lions Club - Sept 7<sup>th</sup> 2 - 5p.m. - Invite, reviewed by Council
- c) Municipal capital Works agreement - Retaining Wall Salmon Cove Road

**Motion # 14-083** Reviewed by council, Council accepts and approves the increase as stated in the agreement.

<b>Moved/Seconded</b>	<b>A. Petten/Rose</b>
<b>In favour:</b>	Mayor: Arthur Petten
	Deputy Mayor: Scott Rose
	Councilors: Melissa Hierlihy
	Joyce Petten
	Beverley Wells

**Opposed: 0 Motion Carried**

BE IT RESOLVED that Council accepts and approves the increase as stated in the agreement.

- d) Training and Professional Development Opportunities - For Council to review and select what training they will be attending. Councilor Petten & Hierlihy and Mayor Petten will be attending the training in Gander on September 18<sup>th</sup> & 19<sup>th</sup>, 2014. Mayor Petten stated if anyone is planning to attend the MNL Convention in Corner Brook they need to book their hotel ASAP.
- e) Re: Foley's Hill - Clerk is to reply to this letter and copy Tom Hedderson on the letter stating this response is not acceptable and request a copy of the inspection report and the outcome.

**Finances:**

a) Accounts Payable

**Motion # 14-084**

Accounts payable approved to be PAID as written and distributed.

**Moved/Seconded**

**Hierlihy /J. Petten**

**In favour:**

- Mayor: Arthur Petten
- Deputy Mayor: Scott Rose
- Councilors: Melissa Hierlihy
- Joyce Petten
- Beverley Wells

**Opposed:**

**0**

**Motion Carried**

BE IT RESOLVED that Accounts payable are approved to be PAID as written and distributed.

b) Financial Summary

- Cash Inflow & Outflow Reports ~ Reviewed by Council
- Comparative Income Statement ~ Reviewed by Council
- Balance Sheet ~ Reviewed by Council
- Trial Balance ~ Reviewed by Council

c) Town Bank Account Balance ~ Reviewed by Council

**Regulations:**

a) Development Applications

i. 20 Old Cart Road, Justin Power

**Motion # 14-085**

**Approval in principal** has been given to Justin Power to construct a residential garage (peak 12ft. length 24ft. width 20ft.) at 20 Old Cart Road as per the submitted application.

**Moved/Seconded**

**Rose/Hierlihy**

**In favour:**

- Mayor: Arthur Petten
- Deputy Mayor: Scott Rose
- Councilors: Melissa Hierlihy
- Joyce Petten
- Beverley Wells

**Opposed:**

**0**

**Motion Carried**

BE IT RESOLVED that **Approval in principal** has been given as per the submitted application.

ii. Salmon Cove Road, Edward Edmunds

**Motion # 14-086**

Application to be deferred, Council requests that applicant provide legal documentation of property being conveyed from vendor (DeHart) to purchaser (Edmunds) including the access to driveway

**Moved/Seconded**

**A. Petten/Rose**

**In favour:**

- Mayor: Arthur Petten
- Deputy Mayor: Scott Rose
- Councilors: Melissa Hierlihy
- Joyce Petten
- Beverley Wells

**Opposed:**

**0**

**Motion Carried**

BE IT RESOLVED that this application is deferred as Council is requesting that applicant provide legal documentation of property being conveyed from vendor (DeHart) to purchaser (Edmunds) including the access to driveway.

iii. Springfield Road, Bartlett Properties, John Bartlett - **DEFERRED** until Mr. Bartlett can provide additional information to the Council, Council requests a meeting with Mr. Bartlett. Clerk is to arrange a meeting with Mr. Bartlett for Monday or Tuesday of the following week.

iv. Springfield Road, Taylor’s Contracting Ltd, (Sandy Taylor) - **DEFERRED** until more information has been received from John Bartlett

v. 107-109 Conception Bay Hwy, Mike McDonald

**Motion # 14-087** **Approval in principal** subject to garage being 6ft. from his boundary line as per Town regulations has been given to Mike McDonald to construct a residential garage at 107-109 Conception Bay Hwy.

**Moved/Seconded** **A. Petten/Rose**  
**In favour:** Mayor: Arthur Petten  
Deputy Mayor: Scott Rose  
Councilors: Melissa Hierlihy  
Joyce Petten  
Beverley Wells

**Opposed:** **0** **Motion Carried**

BE IT RESOLVED that **Approval in principal** subject to garage being 6ft. from his boundary line as per Town regulations has been given to Mike McDonald to construct a residential garage at 107-109 Conception Bay Hwy.

vi. Taylor's Road, Sandy Taylor

**Motion # 14-088** **Approval in principal** has been given to Sandy Taylor to construct a residential garage at 31 Taylor's Road as per the submitted application

**Moved/Seconded** **Rose/J. Petten**  
**In favour:** Mayor: Arthur Petten  
Deputy Mayor: Scott Rose  
Councilors: Melissa Hierlihy  
Joyce Petten  
Beverley Wells

**Opposed:** **0** **Motion Carried**

BE IT RESOLVED that **Approval in principal** has been given as per the submitted application.

b) **Business Proposal** - 73 Salmon Cove Road (former welding shop of A. Petten), Kevin Fitzpatrick  
Mayor requested this be removed from the agenda and not addressed, this is his property and he has not given the applicant permission to access his property.

**General Business:**

- a) Councilor conflict of Interest - **Deferred** to next meeting, decision regarding this issue to be made at next meeting.
- b) Snow Clearing Tender - Closes Friday
- c) Garbage Tender - Closes Friday
- d) Gas Tax expenditure - Reviewed by Council

Clerk provided price of paving and patching per square foot,

Council approved for Clerk to contact A Plus and Twin City to see who is available to have the turn table on Salmon Cove Road paved within the next 2-3 weeks. Clerk is to also ask them for a quote to have Neville's Road and Springfield and CBH intersection paved. Clerk is to get Kevin to measure Butler's Road, Mill Road, Taylor's Road, Dawes Road (@100ft.) and Caplin Cove Road which require paving.

- e) Ultimate recipient Gas Tax Agreement - Reviewed by Council

**Motion # 14-089** Gas Tax plan to be completed with paving for the above named Roads, plan to NOT exceed Allotted Gas Tax monies.

**Moved/Seconded** **Rose/Wells**  
**In favour:** Mayor: Arthur Petten  
Deputy Mayor: Scott Rose  
Councilors: Melissa Hierlihy  
Joyce Petten  
Beverley Wells

**Opposed:** **0** **Motion Carried**

BE IT RESOLVED that Gas tax plan to be completed with paving for the above named Roads, plan to NOT exceed Allotted Gas Tax monies.

- f) Website update

Clerk to see what can be done for the Town to have the website (www.townofsouthriver.ca) updated or what we need to know to have the site updated, Town would like to be able to update and maintain site.

g) Drainage - Salmon Cove Road

Have maintenance keep an eye on draining and potential flooding on Salmon Cove Road. Councillor Hierlihy will provide pictures of her concerns.

\* Clerk updated Council that a quote for the guardrails is still pending and that the Town's insurance only covers hydrants/infrastructure if it was damaged by accident for example of a car ran into a hydrant then the car owners insurance would cover the cost of repairs or replacement.

\* Council approves for Clerk to have a "bucket" full of Class A put on property next to hydrant (Herman Bussey) to tidy up the property.

h) Permits

Council to see what is covered under "General" permit, Council to comply a list so everyone (Council & Residents) knows when they require a General Permit. Bring to next meeting.

i) Financial Reports

- Wharf Committee, Bay de Grave Regional Municipal Services Board

Bay de Grave will provide financial report when it is completed

Wharf Committee, clerk to contact a member and request a copy.

j) Employee detail for maintenance/water & sewer (K. Rose) - **Deferred** to next meeting

Council will look into hiring a general laborer/maintenance assistant to work with Kevin under the Wage Subsidy program.

\* Deputy Mayor Rose said that all the shingles that were removed from Chaytor property needs to be removed from property, request he has it cleaned up asap.

**Complaint Log:**

Reviewed by Council

**Adjournment:**

Meeting adjourned at 10:05 p.m.

Council resolved to meet again on Wednesday October 1<sup>st</sup>, 2014

**These minutes are approved by the South River Town Council** at South River Town Hall, in the Province of Newfoundland and Labrador, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
 Recorded & Typed by;  
 Terrie Lynn Hussey-Aisien  
**Town Clerk**  
 (for) the Town of South River

\_\_\_\_\_  
 Approved by Council & Witnessed by;  
 Arthur Petten  
**Mayor**  
 (for) the Town of South River