

REGULAR MEETING
MONDAY APRIL 27, 2020
AGENDA

1. Minutes of April 13, 2020
2. Business Arising
3. CMHA Mental Health Week Proclamation
4. Request to have the town pick up recyclables
5. Tax Sales
6. Application to construct a green house at 25 Old Maddox Cove Road (Application # A2020-10)
7. Application to build an extension to home at 49 Cribbies Road (Application #A2020-11)
8. Bidgood's Cove – Wheelchair Accessibility Grant
9. Lawn extended to edge of pavement at 39 Motion Bay Road
10. Inquiry –Tourist accommodations switching to permanent residential rentals
11. Complaint with regard to vacant lot at 16 O'Brien's Lane
12. Foreperson's Report
13. Expense Claims
14. Bills
15. New Business
16. Adjourn

BILLS

Bell Aliant (Telephone Expense)	\$574.09
Bell Mobility (Cell Phone Expense)	\$204.70
Cal LeGrow (Insurance Expense)	\$25,094.85
Municipal Assessment Agency (Assessment Fees)	\$3,932.50
Irving Energy (Propane Expense)	\$113.85
Brenntag (Water Expense)	\$1,154.58
John Layden Trucking (Garbage Expense)	\$812.24
T&D Enterprises (Pickup Truck Expense)	\$77.05
City of St. John's (Fire Protection Expense)	<u>\$33,280.00</u>
TOTAL	\$65,341.53

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY APRIL 27, 2020

This meeting took place remotely via Zoom. (The meeting was open to the public)

PRESENT: Sam Lee, Sam Stack, David Green, Harry Chafe, Linda Hearn, Rick Raymond and Stephanie Stack
ABSENT: Kimberly Orren

#	ITEM
1	Mayor Lee brought the meeting to order at 6:47pm.
2	Minutes of April 13, 2020 were read. Motion #110 Rick Raymond/Harry Chafe Proposed minutes of April 13, 2020 be approved. All in favor, motion carried.
	BUSINESS ARISING
3	#3 The town will receive the drafted Nape Union Contract this week for final review.
4	#4 The town's new credit card has been sent and is in the mail.
5	#5 Finance meeting will be rescheduled for May 5 at 4:00 pm.
6	#12 A legal letter has been sent to the owner of the property at 66-76A Motion Bay Road stating interest on his account has to be paid in order to avoid a tax sale.
7	#17 The cost to increase the town's Employee Dishonesty Coverage (as recommended by the auditor) from \$50,000 to \$100,000 is an extra \$250.00. Staff will check to see what they are currently paying for the \$50,000 coverage.
8	#19 Maddox Cove Beach Area/Old Road Maddox Cove SNC Lavalin has visited the site and did a site inspection. A report will follow in the coming weeks.
9	#25 There was some discussion with regard to having outside staff return to regular hours and not rotate shifts. It was noted that the town has three vehicles and staff can abide by the social distancing recommendations. Councillor Chafe suggested that the town wait until they receive further instructions from the Government as they are looking into opening things up slowly. It was agreed for staff to start back to work fulltime starting Wednesday April. 29.
10	#29 The cost to have the garbage truck repaired was \$2,438.30. Staff will have the specifications for the new garbage truck for the next meeting so that council can review and then a call for tenders will follow.
11	#30 The Department of Transportation and Works have been contacted a number of times with regard to the conditions of the road throughout the community. Council was informed last week by a memo from the Department of Transportation that due to Covid-19 staff are at a minimum and repairs would be slow. Staff will contact the Department of Transportation and Works again.
12	#31 Motion Bay Road Extension upgrades CBCL completed the field work last week for the proposed drainage running down through Oceanview Boulevard. The scope of work will follow.
	TONIGHT'S AGENDA
13	CMHA Mental Health week – May 4-10, 2020 Motion #111 Harry Chafe/David Green Proposed to proclaim May 4 – 10, 2020 Mental Health Week in Petty Harbour/Maddox Cove. All in favor, motion carried
14	Request from resident to have recyclables picked up during Covid-19. As this is not a service that council provides and it is not an essential service, council will not be able to provide this service to residents.
15	Tax Sales- 149-153 Main Road, Maddox Cove 160 Main Road, Maddox Cove 27-31 Main Road, Maddox Cove. Council decided to defer this item until August 31,2020.
16	Application to construct a green house at 25 Old Maddox Cove Road (Application

		<p># A2020-10) This application meets the 7% lot coverage for accessory buildings. It was noted that with the new accessory building, this parcel of land is now at it maximum for accessory buildings. Staff and Councillor Chafe inspected the area and have recommended the application to be approved. Motion #112 Harry Chafe/Rick Raymond Proposed to approve the application to construct a green house at 25 Old Maddox Cove Road (Application #A2020-10). All in favor, motion carried.</p>
17		<p>Bidgood's Cove – Wheelchair Accessibility Grant Motion #113 David Green/Sam Stack Proposed to award the paving contract to ForMac 2002 Ltd. And to purchase the signage and the accessible picnic tables. All in favor, motion carried.</p>
18		<p>Lawn extended to edge of pavement at 39 Motion Bay Road Mayor Lee noted that the issue with this property is that there is no shoulder and there is a grade that makes it difficult to walk on shoulder of the road. Deputy Mayor Stack noted that he went around the community and there are other properties that are extended out to the edge of the pavement. He also noted that there are areas in the town where properties have fences and drains extended out to the edge of the road. He stated that he does not see any problem with this property. Councillor Green also noted that there are areas in the town that have concrete walls out to the edge of pavement. Mayor Lee noted that properties in other areas of the town have their boundary to the edge of the pavement. He stated that this is not the case for the subdivision. He noted that properties in the subdivision have boundaries back from the shoulder of the road. Mayor Lee also wanted to know why the property owner had pegs/markers by the edge of the lawn where it meets the shoulder. Deputy Mayor Stack noted that the property owner previous received a letter from the previous council to remove these pegs and they were removed. Mayor Lee stated that the pegs are still there and are in the picture that staff took last week. Mayor Lee noted that it is one thing to have grass extended to the edge of the road but another to have a grass extended with a slope. Councillor Raymond noted that the area is not flat and that is the issue. He stated that the shoulder of the road is town property. Deputy Mayor Stack noted that if the town does this for one property owner it has to do it for all. Mayor Lee noted that the town can use its discretion when dealing with issues like these. Motion #114 Sam Stack/ David Green Proposed that there is no issue with this area. Deputy Mayor Stack and Councillor Green in favor. Mayor Lee, Councillor Raymond, Councillor Chafe, Councillor Hearn not in favor, motion defeated.</p> <p>There was more discussion with regard to this. Councillor Raymond noted that the main concern is for pedestrian safety. Motion #115 Rick Raymond/Harry Chafe Proposed to send a letter to the property owner stating that he would have to bring back the shoulder of the road 4ft (or to his boundary line) and make it level with the road. Mayor Lee, Councillor Raymond, Councillor Hearn and Councillor Chafe in favor, Deputy Mayor Stack and Councillor Green not in favor. Motion carried.</p>
19		<p>Inquiry from a tourist accommodations operator at Big Hill Road to switch her business from a tourist accommodation to a permanent residential rental and then switch back again once Covid-19 restrictions are over. (this in turn, would reduce the taxes on the property) There was some discussion with regard to Councillor Green being in a conflict of interest when discussing this topic. Councillor Green stated that based on the letter that was received by the town, he would have no financial gain if he discusses the issue. Motion #116 Sam Stack/Rick Raymond Proposed that Councillor Green is in a conflict of interest when discussing this topic. All in favor, motion carried. (Councillor Green abstained from voting)</p> <p>Councillor Hearn noted that she may be in a conflict also. Motion #117 Sam Stack/Rick Raymond Proposed that Councillor Hearn is in a conflict of interest when discussing this topic. Mayor Lee, Councillor Raymond and Deputy Mayor Stack in favor. Councillor Green and Councillor Chafe not in favor. Motion carried. (Councillor Hearn abstained from voting)</p> <p>Motion #118 Sam Stack/Rick Raymond</p>

		<p>Proposed that Councillor Chafe is in a conflict of interest when discussing this topic. Mayor Lee, Councillor Raymond, Councillor Hearn and Deputy Mayor Stack in favor. Councillor Green not in favor. Motion carried. (Councillor Chafe abstained from voting)</p> <p>Dur to the fact that there were three councillor in conflict of interest, there was no longer a quorum. This item will be added to the next agenda.</p>
20		<p>Letter with regard to the condition of a vacant lot at 16 O'Brien's Lane was tabled. Councillor Chafe noted that if council does something about this lot then it would be a ripple effect for all other lots. Mayor Lee noted that the town can use its discretion. Councillor Chafe noted that the town should send the property owner a letter and advise them to place a notice on the property for no trespassing. Councillor Green noted that it should be fenced off and cleaned up. Deputy Mayor Stack noted that it is unsightly, however, there are other unfinished lots in the community. Mayor Lee noted that it is an eye sore and is in the middle of a developed subdivision, so it is different from other unfinished lots. Councillor Green stated that there are other unsightly vacant lots around the community. Mayor Lee noted that this lot has been there in this condition for many years.</p> <p>Motion #118 Sam Stack/Rick Raymond</p> <p>Proposed to send a letter to the property owner asking if they can level off the area and have it cleaned-up. Mayor Lee, Deputy Mayor Stack, Councillor Raymond, Councillor Hearn, Councillor Green in favor. Councillor Chafe not in favor. Motion carried.</p>
21		<p>The Foreperson's Report was tabled</p> <p>The town's water levels are still high. Staff will be looking into doing leak detection in the coming months to see if there are any major unknown leaks in the town. Councillor Green noted that there is water on the vacant land behind his house. He asked that staff investigate as it might be a possible water break.</p> <p>There was some discussion with regard to the purchase of a new garbage truck. Staff will have the specifications completed this week for councils' review.</p> <p>Motion #119 Harry Chafe/David Green</p> <p>Proposed the Foreperson's Report be accepted. All in favor, motion carried.</p>
22		<p>Expense claim Stephanie Stack for in the amount of \$40.00 was tabled.</p> <p>Motion #120 Rick Raymond/Lynn Hearn</p> <p>Proposed expense claim for Stephanie Stack in the amount of \$40.00 be approved. All in favor, motion carried.</p>
23		<p>Expense claim for Cyril Whitten in the amount of \$40.00 was tabled.</p> <p>Motion #121 Rick Raymond/David Green</p> <p>Proposed expense claim for Matthew Chafe in the amount of \$40.00 be approved. All in favor, motion carried.</p>
24		<p>Bills in the amount of \$65,341.53 were tabled.</p> <p>Motion #122 Rick Raymond/Sam Stack</p> <p>Proposed to pay bills in the amount of \$65,341.53 All in favor, motion carried.</p>
	NEW BUSINESS	
25		<p>Councillor Green noted that there are resident not using ATV's safely. Staff will add a section to the next newsletter for ATV safety.</p>
26		<p>Councillor Raymond noted that there is a tremendous amount of traffic travelling on Cribbies Road. He also noted that there is a lot of garbage being left behind on Pancake. The garbage left behind is made up of beer bottles, which leads you to believe that people are drinking and driving. Staff will contact the RNC with regard to this. Deputy Mayor Stack asked if there were speed signs on Cribbies Road. Staff will check in to this.</p> <p>There was also some discussion with regarding ticketing. Staff is currently waiting for a response from the Town Portugal Cove/St.Philip's regarding the layout of their tickets. Staff will follow up with this. Staff will also check with the Department of Transportation and Works regarding authority to ticket on the Main Road.</p>
27		<p>Deputy Mayor Stack wanted to thank staff for working through the Covid pandemic and keeping the town running smoothly.</p>
28		<p>Lift Station Repairs – SNC Lavalin has recently present their Prime Consulting Agreement (PCA) to the Department Municipal Affairs and Environment for approval. Once the PCA is approved the town can move forward to the tender process.</p>
29		<p>The town received a request from a past member of the Cribbies Park Committee asking if they could spend some of the funds from the committee to purchase</p>

		topsoil. Mayor Lee noted that the town has no problem with this as long as the funds that are used are not from the grant money for drainage in the area. Mayor Lee also noted that the member would have to get permission from the Development Corporation.
30		Letter from Avalon FUNDamentals requesting to erect a batting cage at the Ron Weir Memorial Ball Park. Stephanie Stack – treasurer of Avalon FUNDamentals requested to speak on behalf of Avalon FUNDamentals. There were some questions with regard to the electrical. Mayor Lee asked if the wire for the batting cage would be underground. Ms. Stack noted that the wire would be underground and would be installed by a journeyman electrician who was a member of their board. She also noted that another member of the board was a professional engineer and would be overseeing the entire project. Mayor Lee noted that the committee would have to use the town's electrician and engineer. There were some concerns over Avalon FUNDamentals having full control of the batting cage once erected. Mayor Lee noted that once the structure was built in the area it would be town property. He stated he does not like the idea of an outside group controlling it. Ms. Stack noted that Avalon FUNDamentals would be investing \$15,000 in the project and would need to have control of it in order for it to work. It was suggested that Council and recreation meet with Avalon FUNDamentals to review the proposal. Ms. Stack noted that she would bring these concerns back to the board and they would be in touch.
31		Mayor Lee asked for the barricade at Old Maddox Cove Road be opened enough for pedestrian traffic and quad traffic. Staff will have this completed.
32		Motion #123 Rick Raymond/David Green Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:57pm.

Mayor, Sam Lee _____

Stephanie Stack, Chief Administrative Officer _____