

**REGULAR MEETING**  
**TUESDAY AUGUST 8, 2023**  
**AGENDA**

1. Minutes of July 25, 2023
2. Business Arising
3. Quote for publicly accessible washroom at Tourist Information Centre.
4. Bid results for consulting services for swales.
5. Quote and proof of Community Centre sign.
6. Request from Municipal Assessment Agency to vote- World Mayor 2023 Award
7. Amendment-Town of PC-SP Thorpes Road
8. Amendment- Town of PC-SP Indian Meal Line
9. Paving Quotes
10. Request to Speak- Lynn Best & Blair Chafe re: Issues on Southside Road
11. Foreman's Report
12. Expense Claims
13. Bills
14. New Business
15. Adjourn

**BILLS**  
**August 8<sup>th</sup>, 2023**

CBCL (Professional Fees Expense)	\$1,996.40
Cassie Rideout (Cleaning Expense)	\$150.00
Bennett's Home Hardware (Cleaning & Sewer Expense)	\$70.06
Bidgood's (Office Expense)	\$12.19
Emco (Water Infrastructure Expense)	\$312.57
Irving Oil Marketing (Gas Expense)	\$1,916.37
MFB Trucking (Water & Road Maintenance Expense)	\$1,092.50
Metal Manufacturing Atlantic (Truck & Playground Expense)	\$6,900.00
Government NL (Advertising Expense)	\$39.91
North Atlantic Supplies (Employee Clothing Expense)	\$68.66
NF Power (Street Lighting Expense)	\$2,528.25
Orkin (Pest Control Expense)	\$71.60
Source Atlantic (Employee Clothing Expense)	<u>\$115.91</u>
<b>TOTAL</b>	<b>\$15,274.42</b>

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**TUESDAY AUGUST 8, 2023**

**PRESENT: Ron Doyle, Rick Raymond, Ed Dyke, Irene Stack, Beatrice Burry, Agatha Stack Balsom and Stephanie Stack**

**ABSENT: Melissa Pardy**

#	ITEM
1	Mayor Doyle brought the meeting to order at 6:30pm.
2	<b>Motion #273 Rick Raymond/Beatrice Burry</b> Proposed to move #10 on the agenda to the beginning of the meeting. All in favor, motion carried.
3	Lynn Best was present in chambers to discuss the dead end at her property. She noted that the sign that is there now is small and is not visible. She stated she has had damage to her pavement from cars trying to turn around in the area. <b>Motion #274 Ed Dyke/Irene Stack</b> Proposed to purchase larger “No Exit, Dead End, No Turnaround” sign for the area. All in favor, motion carried.  Ms. Best also noted that she would like to see some flowerpots on Southside Road. Staff will speak to Jackie Connolly to see if the town can have a few pots on Southside Road.
4	Minutes of July 25, 2023, were tabled. <b>Motion #275 Rick Raymond/Ed Dyke</b> Proposed to accept minutes of July 25, 2023. All in favor, motion carried.
	<b>BUSINESS ARISING</b>
5	#3 The town received quotes to have the 3 lift station pumps repaired. The three quotes totaled \$16,917.51. Two pumps will be placed at the lift station by the bridge and the other pump will be a spare. <b>Motion #276 Ed Dyke/Agatha Stack Balsom</b> Proposed to accept the quotes to have the 3 lift station pumps repaired in the amount of \$16,917.51. All in favor, motion carried.
6	#13 The Garbage Bin for the community centre will be picked up this week.
7	#14 Staff have contacted Dynamic Engineering to get a follow up on the Capital Works Project for Motion Bay Road Extension. Mr. Clarke was present in chambers and asked what the change was to the original project when the town received the extra funding for the project. Staff will look into this.
8	#26 The town received 2 family passes from the Mini Aquarium as a thank you for their support. The town will give the passes to the Recreation Commission to give out as a prize.
9	#27 Splash Pad Project – The CAO was speaking to ACOA with regard to this project. The town has gone out to tender on two occasions. Bids for the first tender came in well over budget. The town then reduced the scope of the project and re-tendered. The town did not receive any bids on this tender. ACOA has given the town an extension to the project of December 31, 2023. This deadline cannot be extended. This is a very tight deadline and may not be possible to make this project come to fruition. The town will have a meeting with ACOA and the engineer to discuss what can happen with this project moving forward. If the splash pad is not possible the town may be able to use these funds for another project, but it would have to meet the criteria for the funding.
	<b>TONIGHT'S AGENDA</b>
10	Building Age Friendly Communities Grant - Accessible washroom at the Tourist Information Centre The town received 1 quote to have this project completed. The quote was from EnviroMasters in the amount of \$23,891.25. <b>Motion #277 Ed Dyke/Irene Stack</b> Proposed to accept the quote from EnviroMasters in the amount of \$23,891.25 to have an accessible washroom installed at the Tourist Information Centre. All in favor, motion carried.

		Councillor Dyke and Deputy Mayor Raymond will oversee this project and do the final sign off.
11		<p>Capital Works Project - Storm Runoff Remediation and Mitigation (Swales)  The town received 3 quotes for the engineering services for the above-mentioned project.  Meridian Engineering - \$27,676.06  Englobe Corp – \$30,042.14  All North - \$31,184.50</p> <p>These quotes came in over budget. Staff spoke to the Design Approval Technician with the Department of Transportation and Infrastructure and he suggested the town approve the lowest bid. He stated that the town has reduced the scope of work for this project so construction costs should come in lower than the original estimate. The project should then hopefully come in close to budget.</p> <p><b>Motion #278 Rick Raymond/Agatha Stack Balsom</b>  Proposed to approve the quote for engineering services from Meridian Engineering in the amount of \$27,676.06. All in favor, motion carried.</p>
12		<p>New Community Centre Sign – The town received a layout design and a quote in the amount of \$267.50 for a new community centre sign.</p> <p><b>Motion #279 Irene Stack/Agatha Stack Balsom</b>  Proposed to approve the layout and quote in the amount of \$267.50 with a change to the layout. There will be a dash between Petty Harbour and Maddox Cove instead of a slash. All in favor, motion carried.</p>
13		<p>The town received a request from the Municipal Assessment Agency to vote for World Mayor 2023 Award. Mayor Tony Keats from Dover made the shortlist for this award.</p> <p><b>Motion #280 Ed Dyke/Irene Stack</b>  Proposed for the town to vote for Mayor Tony Keats for the World Mayor 2023 Award. All in favor, motion carried.</p>
14		<p>Proposed amendment from the Town of Portugal Cove St. Philip’s for changes to their Municipal Plan regarding Thorpes Road were tabled. Council had no comment with regard to these changes.</p>
15		<p>Proposed amendment from the Town of Portugal Cove St. Philip’s for changes to their Municipal Plan regarding Indian Meal Line were tabled. Council had no comment with regard to these changes.</p>
16		<p>The town received three quotes to have paving and patching completed.  Formac 2002 Ltd. - \$15,665.00  Dominion Paving - \$24,500.00  Mercer’s Paving Inc. - \$25,500.00</p> <p><b>Motion #281 Rick Raymond/Ed Dyke</b>  Proposed to accept the quote from Formac 2002 Ltd. in the amount of \$15,665.00. Formac will be informed that paving should be at least 2” thick. All in favor, motion carried.</p>
17		<p>Foreperson’s Report</p> <p><b>Motion # 282 Agatha Stack Balsom/Beatrice Burry</b>  Proposed to accept the foreperson’s report. All in favor, motion carried.</p>
18		<p>Expense claim for Mandy Dinn in the amount of \$42.44.</p> <p><b>Motion # 283 Ed Dyke/Rick Raymond</b>  Proposed to pay expense claim for Mandy Dinn in the amount of \$42.44. All in favor, motion carried.</p>
19		<p>Bills in the amount of \$15,274.42 were tabled.</p> <p><b>Motion #284 Agatha Stack Balsom/Beatrice Burry</b>  Proposed to pay bills in the amount of \$15,274.42. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
20		<p>Councillor Dyke noted that there was vandalism done to the bus shelter on O’Brien’s Lane. He noted that staff should try to get this cleaned up as soon as possible.</p>
21		<p>Deputy Mayor Raymond asked if staff have issued any parking tickets. The CAO was unsure as she was on holidays for the last couple of weeks. She will check with staff.</p> <p>There was some discussion with regard to ensuring that the town had the Commissionaires for ticketing next year as they were unavailable for this year.</p>

		<p><b>Motion #285 Rick Raymond/Ed Dyke</b> Proposed to contact the Commissionaires to inform them that the town will be interested in their services for ticketing next year. All in favor, motion carried.</p>
22		<p>Mayor Doyle noted that an individual wanted to make a donation to the town due to the fact that the town approved for her to place a memorial bench at the look-out in Maddox Cove. Mayor Doyle will discuss with her how she would like to see the donation spent.</p>
23		<p>Mayor Doyle noted that the Petty Harbour Co-op will be hosting a wharf dance on August 25<sup>th</sup>, 2023. Mayor Doyle asked if the town had an interest in having some other activities during this week like they had during Come Home Year. It was noted that there would not be enough time to organize anything.</p>
24		<p>Mayor Doyle noted that the town received some very sad news. Veteran Larry Leaman passed has passed away. The town would like to send its condolences to his family and friends and thank him for his service to our country. Staff will send a letter of condolence to his family.</p>
25		<p>Shore Lane Run-off Remediation limited call for bids results. The town received 3 bids for the limited call for bids for consulting services for this project. Englobe \$27,825.86 CBCL \$50,542.50 Pinnacle \$72,076.25 Staff spoke to the Design Approval Technician Marshall White with the Department of Transportation and Infrastructure. Mr. White suggested that the town try to negotiate with Englobe to see if they can reduce their cost with a reduction in inspection hours. This should hopefully reduce the consulting costs and avoid retendering. <b>Motion #286 Irene Stack/Agatha Stack Balsom</b> Proposed to negotiate with Englobe to see if they can reduce their cost with a reduction in inspection hours. All in favor, motion carried.</p>
26		<p>The draft Film Application and Filming and Film Crew Policy (Policy #32) were tabled. <b>Motion #287 Ed Dyke/Agatha Stack Balsom</b> Proposed to approve the Film Application and Filming and Film Crew Policy (Policy #32). All in favor, motion carried.</p>
27		<p>Town Amendment – 11 Cribbies Road <b>Motion #288 Irene Stack/Ed Dyke</b> Proposed to accept the wording of the amendment to go to Municipal Affairs for approval with the change to 8.6.8 (viii). This change would require any business to conform with any regulations under the Environmental Assessment Act and Regulations. This would make it not specific to a Microbrewery. All in favor, motion carried.</p>
28		<p>Staff have contacted the Department of Transportation and Infrastructure regarding Long Run Road on numerous occasions over the past number of months. The town was told back in June that work would be completed on Long Run Road this summer, but nothing has been done to date. Staff have contacted the Department of Transportation and Infrastructure again along with MHA Loyola O'Driscoll. The town is awaiting a response.</p>
29		<p><b>Motion #289 Rick Raymond/Agatha Stack Balsom</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:52 pm.</p>

Ron Doyle, Mayor \_\_\_\_\_

Stephanie Stack, Chief Administrative Officer \_\_\_\_\_