

**REGULAR MEETING**  
**TUESDAY APRIL 21, 2026**  
**AGENDA**

1. Minutes of April 6, 2026
2. Business Arising
3. Water Fees- Harbour Authority- request to speak
4. Application A2026-07 to construct extension to house at 125 Main Road, Maddox Cove
5. Application A2026-17 to Build a shed at 132 Main Road, Maddox Cove
6. Request from property owner of 41-45 Motion Bay Road Extension for copy of draft legal agreement
7. Garbage/debris at Motion Bay Road Extension
8. Quotes for Traffic Enforcement for 2026
9. Letter of Concern regarding 28 Main Road, Petty Harbour
10. Canada Summer Jobs approval
11. National Volunteer Week
12. Bulk Garbage Collection
13. Seasonal Labourer
14. Daily Foreperson's Log
15. Expense Claims
16. Bills
17. New Business
18. Adjourn

## BILLS

April 21, 2026

Dick's & Company (Office Expense)	\$582.02
CIBC Mellon (Employee Pension Expense)	\$1,267.48
John Layden Trucking (Pickup Truck Expense)	\$146.62
Work Authority/Kodiak (Employee Clothing Expense)	\$74.99
Mr. Transmission (Garbage Truck Expense)	\$3,492.62
Municipal Assessment Agency (Assessment Fees Expense)	\$3,939.00
NF Power (Hydro Expense)	\$4,188.99
T&D Enterprises (Garbage Expense)	\$697.74
Rogers (Office Expense)	\$114.98
Windco (R&M Building Expense)	\$188.38
Bell Mobility (Cell Phone Expense)	\$361.81
Gov NL (Snow Clearing Expense)	\$20,052.55
City of St, John's (Garbage Expense)	<u>\$2,158.85</u>
TOTAL	\$37,266.03

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**TUESDAY APRIL 21, 2026**

**PRESENT: Ed Dyke, Irene Stack, Sam Stack, Rick Raymond, Nancy Bungay, Kayla Parsons and Mandy Dinn**

**ABSENT: Todd Chafe**

		<b>ITEM</b>
1		Mayor Dyke brought the meeting to order at 6:30pm.
2		<b>Motion #74 Sam Stack/Rick Raymond</b> Proposed to accept minutes of April 6, 2026. All in favor. Motion carried.
	<b>BUSINESS ARISING</b>	
3		A letter of recognition was sent to the Royal Canadian Navy to be presented to Sailor 1 <sup>st</sup> Class Patrick Pilon.
4		A letter was sent to the owner of civic # 1-21A Hannaford's Lane noting that council requires an updated engineer's report before considering a tax write off.
	<b>TONIGHT'S AGENDA</b>	
5		Item numbers 3 and 4 were reversed on the agenda to allow the Harbour Authority time to have all members present in chambers.  Application A2026-17 to build an extension to home at 125 Main Road Maddox Cove. The application was deferred from the meeting of April 6, 2026 to allow time for the Inspections Committee to meet the applicant on site. Mayor Dyke and Councillor Parsons inspected the area. Councillor Parsons noted that the extension will be build exactly where the current gazebo on the property sits. The gazebo will be removed. The footprint of the extension will be the same as the structure currently on the property.  <b>Motion #75 Kayla Parsons/ Irene Stack</b> Proposed to send a discretionary notice to adjacent property owners to allow for comments regarding the application. All in favor. Motion carried.
6		<b>Water Fees- Harbour Authority</b> Members of the Harbour Authority were present in chambers to discuss the water fees relating to their northside waterfront connection. It was agreed that the Harbour Authority will purchase a water meter at their cost and installation. The town will charge the Harbour Authority water fees as per the water meter fee schedule for the northside waterfront connection. The 2026 invoice will be adjusted accordingly.
7		Application A2026-17 to build a shed at 132 Main Road Maddox Cove. The application meets the regulations for accessory buildings the Residential Use Zone.  Councillor Parsons declared herself in a conflict of interest as her husband will be working on the construction at 6:48pm. <b>Motion #76 Irene Stack/ Sam Stack</b> Proposed that Councillor Parsons is in a conflict of interest. All in favor. Motion carried.  <b>Motion #77 Nancy Bungay/Irene Stack</b> Proposed to approve application A2026-17 to build a shed at 132 Main Road Maddox Cove. All in favor. Motion Carried.  Councillor Parsons rejoined discussions at 6:51pm.
8		Request from Property owner of 41-45 Motion Bay Road Extension for a copy of a draft legal agreement in relation to the approval in principle that was issued for application A2026-05. <b>Motion #78 Irene Stack/ Nancy Bungay</b> Proposed to discuss the matter in a closed meeting as it is a legal matter. All

		in favor. Motion carried.
9		<p>Concern regarding debris at 17 Motion Bay Road Extension. Councillors and staff advised that this garbage and debris have been on the property for an extended period.</p> <p><b>Motion #79 Kayla Parsons/Irene Stack</b> Proposed to send a letter to the property owner requesting that the debris be removed from the property. All in favor. Motion carried.</p>
10		<p>Quotes for traffic enforcement for 2026.</p> <p>Quotes for 2026 traffic enforcement were presented to council as follows: Garda World \$38.48 per hour Commissionaires \$40.00 per hour</p> <p>Both charge double time for statutory holidays and the use of a vehicle is included in each quote.</p> <p>There was some discussion regarding increasing the hours of patrols as an increase in this service was included in the 2026 budget.</p> <p><b>Motion #80 Iene Stack/Sam Stack</b> Proposed to approve the quote from Garda World and increase the daily patrols from 2pm to 6pm to 2pm to 7pm on Thursdays, Fridays, Saturdays and Sundays. All in favor. Motion carried.</p>
11		<p>Letter of concern regarding the condition of the property at 28 Main Road Petty Harbour. CAO advised that quotes were received for a structural report should the town require one.</p> <p><b>Motion #81 Irene Stack/ Sam Stack</b> Proposed to send an order to the owner of 28 Main Road, Petty Harbour allowing for 30 days to have the property repaired. Should the property not be repaired in 30 days, the order will state that it is to be removed within 2 weeks following the 30-day repair timeframe. All in favor. Motion carried.</p> <p>There was also discussion regarding the vehicle that is parked on the property that hasn't moved for an extended period.</p> <p><b>Motion #82 Irene Stack/Nancy Bungay</b> Proposed to send a removal order to the owner of the property to have vehicle removed from the property. All in favor. Motion carried.</p>
12		<p>Canada Summer Jobs The Town was successful in obtaining 2 positions for parking attendants at a 50/50 cost share through Canada Summer Jobs.</p> <p><b>Motion #83 Irene Stack/Kayla Parsons</b> Proposed to have the CAO hire for the parking attendant positions. A notice will be sent to residents advising that the application process will begin soon. All in favor. Motion carried.</p>
13		<p>National Volunteer Week April 19-25, 2026 "Igniting Volunteerism".</p> <p>Mayor Dyke read a proclamation. Council thanked all the volunteers in the community for all the work that they do. Council will be planning a volunteer social for September 12, 2026 that will honour all volunteers in the community.</p>
14		<p>Bulk Garbage Collection 2026</p> <p><b>Motion #84 Kayla Parsons/Irene Stack</b> Proposed to change garbage collection to the middle of May to the end of June 2026. Staff will send a notice to residents. All in favor. Motion carried.</p>
15		<p>Seasonal Labourer</p> <p><b>Motion #85 Kayla Parsons/Irene Stack</b> Proposed to have the seasonal labourer begin full-time hours on a temporary basis for the summer season on May 4, 2026. All in favor. Motion carried.</p>

16		<p>Foreman's Log</p> <p><b>Motion #86 Kayla Parsons/Irene Stack</b></p> <p>Proposed to accept the foreman's log.</p> <p>All in favor. Motion carried.</p> <p>Staff will have a discussion with the foreman to see if he has any ideas for improvements to reporting form.</p>
17		<p>Expense Claims - Expense Claim for Mandy Dinn in the amount of \$40.00.</p> <p><b>Motion # 87 Nancy Bungay/Kayla Parsons</b></p> <p>Proposed to approve expense claim for Mandy Dinn in the amount of \$40.00. All in favor. Motion carried.</p>
18		<p>Bills in the amount of \$37,266.03 were presented.</p> <p><b>Motion #88 Kayla Parsons/Irene Stack</b></p> <p>Proposed to pay bills in the amount of \$37,266.03. All in favor. Motion carried.</p>
	<b>NEW BUSINESS</b>	
19		<p>Councillor Bungay noted that the Museum Committee was successful in getting summer student positions through Canada Summer Jobs.</p> <p>Staff will check on the spring at the bottom of Old Maddox Cove Road.</p> <p>The condition of Old Maddox Cove Road is in bad condition despite work being completed earlier in the week by the property owner.</p> <p>Potholes on Hamlyn heights are in need of repair.</p>
20		<p>Councillor Parsons noted that potholes at the bottom of Motion Bay Road are in need of repairs.</p> <p>Recreation is considering an outdoor concert this summer at the ballfield. They will possibly be requesting a sponsor from our MP.</p> <p>Saturday June 6, 2026 is the community cleanup. All are welcome.</p> <p>The summer program is aiming to have students hired by May 25, 2026. The cost of the program will remain the same as last year.</p> <p>Staff will check on the lights at the exterior of the community centre as some are not working.</p> <p>Staff will send out a notice advising that Recreation is seeking additional members to join the committee.</p> <p>Staff will send a notice to residents that caution is needed when driving in the community as summer approaches and more children are playing outside.</p>
21		<p>Councillor Stack asked if a notice could be sent to residents regarding outdoor fire safety. Staff will send a notice to residents.</p>
22		<p>Deputy Mayor Stack advised that the Development Corporation are actively trying to recruit new members. They have a few new projects in mind that they are exploring for the community. They are considering refurbishing the playground equipment in Maddox Cove, improvements to Cribbies Park and possibly improvements to the community centre.</p> <p>It was also noted that a "plans to address" section be added to the foreman's log. Councillor Parsons will investigate this change.</p>
23		<p>Mayor Dyke requested that the repairs to the 3-way stop at Motion Bay Road be placed as the top priority on the outside workers' to-do list.</p> <p>He also noted that the grates at Oceanview and Shore Lane need to be cleared of gravel.</p>

24		<b>Motion #89 Irene Stack/ Nancy Bungay</b> Proposed meeting be adjourned. All in favor. Motion carried. Meeting adjourned at 7:43 pm.
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**Mayor, Ed Dyke** \_\_\_\_\_

**Chief Administrative Officer, Mandy Dinn** \_\_\_\_\_