

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY APRIL 7, 2014**

**PRESENT: Nat Hutchings, David Stack, Karl Chafe, Corey Lee, Mark Kieley, Linda Doyle, Stephanie Stack**

**ABSENT: Harry Chafe**

#		ITEM
1		Mayor Hutchings brought the meeting to order at 6:30pm
2		Minutes of March 24, 2014 were read. There were no errors or omissions. <b>Motion #268 David Stack/Karl Chafe</b> All in favor, motion carried
	<b>BUSINESS ARISING</b>	
3		#4 Staff contacted the Dept. of Environment to see if there are any updates on the meeting that was held on March 5, 2014 regarding the new flood risk mapping. Staff were advised that the Dept. is still in consultation with their staff and will get back to us as soon as they have answers for the Town.
4		#6 The new Canada Post Super boxes have been placed on the Community Center Parking lot. There was some discussions regarding the late notice that Canada Post has given residents regarding this change.
5		#15 Outside staff will contact Police if this vehicle continues to park in the "No Parking" area.
6		#20 Council is still waiting on quotes for the renovations to the community Center. Staff will contact contractors to try to speed up this process. It was also recommended that if we cannot get quotes from the current contractors that staff should contact others contractors to quote on this job.
7		#23 Staff is currently filling in potholes around the community with cold patch, they will continue to fill in the potholes in the coming weeks. Staff will also contact the Dept. of Works, Services and Transportation to get the pot holes on the Main Road repaired.
	<b>TONIGHT'S AGENDA</b>	
8		Email from resident interested in volunteering her time and knowledge to produce a newsletter in conjunction with the Town. <b>Motion #269 Corey Lee/Mark Kieley</b> Proposed that resident would generate a newsletter in conjunction with the Town. Will set up meeting with resident to go over particulars of this venture. All in favor, motion carried
9		Applications to build extension to house and build Garage at 59-61 Main Road, Maddox Cove. <b>Motion #270 David Stack/Karl Chafe</b> Proposed to accept application Subject to the inspection and approval of the Inspection and Development Committee and Staff. All in favor. Motion carried.
10		A letter from resident requesting donation for a school trip (St. Kevin's Junior High) to Europe for Educational Tour. <b>Motion #271 David Stack/Mark Kieley</b> Proposed to donate \$50 in support of Educational Tour. All in favor. Motion carried.
11		Letter from resident regarding complaint filed with Canada Post regarding closure of Post Office without notice. Staff will send letter to resident explaining that Canada Post was responsible to let their customer know that the Post Office was closing

		and the details of the new Super Mail Boxes. The week that the post office was to close, Canada Post was still looking for a location for the boxes. A notice/keys from Canada Post were placed in the mail boxes on Thursday March 27, 2014.
12		Request from Harbour Authority to erect 4 washroom around harbour front area. The Harbour Authority will erect the structures but are requesting Council provide Water & Sewer to the structures. Council will have staff look into the locations of the washrooms with the Harbour Authority to see if it is feasible to have water & sewer provided to these locations. Once locations are checked into, staff will report back to council with recommendations.
13		Mayor Hutchings gave briefing of meeting held with Elizabeth Wallack and Suzanne Brake from the Office for Aging and Seniors regarding the Age Friendly Grant. Mayor Hutchings provided the guidelines for the grant along with a sample survey for council to review. Council will discuss this with recreation when they meet next Monday April 14, 2014.
14		Letter from resident regarding snow from private driveway being plowed onto Big Hill Road obstructing traffic and other driveways. Council will send letter to resident notifying them that snow cannot be plowed onto the street and if it continues causing council to have to clean up the snow then it will done at the cost to the home owner.
15		Email from resident requesting payment for damages to rim and tire from pothole that was created from a water break in the town. <b>Motion #272 Corey Lee/Linda Doyle</b> Proposed to pay for damages in the amount of \$273.46 as this pothole was created by Council due to the water break and no signage was erected and not from a regular occurring pothole. All in favor, motion carried.
16		An inspection of Community Center kitchen by Service NL was conducted on April 7, 2014. There were some discussions regarding the findings. Council will give recreation a copy of the report in order to have issues completed by next week.
17		Staff gave an update on the Volunteer Night planning. Everything is in place for Saturday April 12, 2014.
18		Bills were presented. <b>Motion #273 Karl Chafe/Linda Doyle</b> Propose invoices totaling \$54,370.58 to be approved for payment. All in favor. Motion Carried.
	<b>NEW BUSINESS</b>	
19		Business cards for staff and councilors <b>Motion #274 David Stack/Mark Kieley</b> Proposed to order business cards for staff and councilors. All in favor, motion carried.
20		The tender for the PRV Chamber - Capital Works Project is closed. The lowest bid for the project came in at \$100,000 over budget. <b>Motion #275 Mark Kieley/Corey Lee</b> Proposed that Council apply to the Department of Municipal Affairs for the additional funding needed to complete this project. The towns' engineer will attend next meeting on April 22 <sup>nd</sup> to give overview/update on project. All in favor, motion carried.
21		Request to purchase overhead projector for council office. <b>Motion #276 Karl Chafe/Corey Lee</b> Proposed to order overhead projector for office. All in favor, motion carried.
22		Mayor Hutchings – Informed council that there is funding for the extension of the East Coast Trail with INTRD. Staff will contact Sam Stack to get further information regarding this funding.
23		Corey – A Thank-you from Corey Lee for flowers that were sent to his wife and new baby girl.
24		<b>Motion #277 Karl Chafe/David Stack</b>

		Proposed meeting be adjourned. All in favor. Motion carried. Meeting adjourned at 7:37pm
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**Nat Hutchings, Mayor** \_\_\_\_\_

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