

**REGULAR MEETING**  
**MONDAY APRIL 8, 2024**  
**AGENDA**

1. Minutes of March 25, 2024
2. Business Arising
3. Application to blast at 99-101 Main Road, Petty Harbour (A2024-11)
4. Application to landscape and hydroseed at 53 Main Road, Maddox Cove (A2024-08)
5. Application to increase/expand business at 35A Southside Road - Petty Hr. Mini Aquarium (A2024-13)
6. Application to construct a retaining wall at 1 O'Brien's Lane (A2024-12)
7. Proposed updated/revised Excavation Application
8. Review of Municipal Enforcement – Summer 2024
9. 2024 Insurance Coverage
10. Chrome Books
11. Automatic Vehicle Location
12. Daily Foreperson's Log
13. Expense Claims
14. Bills
15. New Business
16. Adjourn

## BILLS

April 8, 2024

CIBC (Cell Phone, Postage & Cleaning Expenses)	\$435.22
Bennett's Home Hardware (Truck Expense)	\$39.86
Dick's & Company (Office Supplies Expense)	\$16.08
Cassie Rideout (Cleaning Expense)	\$200.00
Emco (Water & Sewer Infrastructure Expense)	\$451.49
Irving Oil (Gas Expense)	\$1,392.56
Kent (R&M Building Expense)	\$28.45
NF Power (Street Lighting Expense)	\$2,525.09
NF Power (Hydro Expense)	\$3,617.64
Stewart McKelvey (Professional Fees Expense)	\$1,243.15
Weir's Construction (Road Maintenance Expense)	\$327.52
Xylem (Sewer Infrastructure Expense)	\$966.00
T&D Enterprises (Snow Clearing Expense)	<u>\$21,791.67</u>
<b>TOTAL</b>	<b>\$33,034.73</b>

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY APRIL 8, 2024**

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

		<b>ITEM</b>
1		Mayor Doyle brought the meeting to order at 6:38 pm
2		Minutes of March 25, 2024, were tabled. <b>Motion #72 Rick Raymond/Ed Dyke</b> Proposed to accept minutes of March 25, 2024. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#3 The town received confirmation that they have received extra funding in the amount of \$50,000.00 for the retaining wall for Capital Works Project – Motion Bay Road Extension. Dynamic is working on the design work for the retaining wall.
4		#8 A registered letter was sent out to proposed business owner at 10C Main Road, Petty Harbour. The letter has not been picked up as of April 8, 2024. The town will hand deliver a letter.
	<b>TONIGHT'S AGENDA</b>	
5		Application to blast at 99-101 Main Road, Petty Harbour (A2024-11). The town received confirmation of the pre-blast survey, a copy of the contractor's insurance and the contractor's provincial certification. Councillor Stack noted that there was no approval in principle to build a home on this property. <b>Motion #73 Ed Dyke/Rick Raymond</b> Proposed to approve the application in principle to blast at 99-101 Main Road, Petty Harbour (A2024-11) with the stipulation that a permit is acquired from the Department of Transportation and Infrastructure. Residents will also have to be given appropriate notice before any blasting occurs. All in favor, motion carried.
6		Application to landscape and hydroseed at 53 Main Road, Maddox Cove (A2024-08). <b>Motion #74 Rick Raymond/Ed Dyke</b> Proposed Mayor Doyle was in a conflict of interest when discussing this issue as the home is owned by his sister-in-law. All in favor, motion carried. Mayor Doyle left chambers at 6:43pm.  The Inspections and Development Committee have inspected the area and signed off on the application. The applicant has a permit from the Department of Transportation and Infrastructure. <b>Motion #75 Ed Dyke/Irene Stack</b> Proposed to approve the application to landscape and hydroseed at 53 Main Road, Maddox Cove (A2024-08). All in favor, motion carried. Mayor Doyle returned to chambers at 6:44pm.
7		Application to increase/expand business at 35A Southside Road - Petty Hr. Mini Aquarium (A2024-13). Councillor Dyke noted that the Inspections and Development Committee inspected the area and noted that the expansion includes new tanks and exhibitions. Mayor Doyle asked if this should go out to the public for comment as it was an expansion to the business. Councillor Balsom stated this would increase the amount of people and traffic in the area. He stated it is already congested in this area. <b>Motion #76 Irene Stack/Ed Dyke</b> Proposed to send out to the public for comment. There was some discussion with regard to the application and the parking plan that was submitted. Council wanted to confirm the parking spaces on the application. Councillor Stack and Councillor Dyke rescinded their motion.  <b>Motion #77 Irene Stack/Ed Dyke</b> Proposed to defer the application until parking is confirmed/clarified. All in favor, motion carried.

8	<p>Application to construct a retaining wall at 1 O'Brien's Lane (A2024-12). Councillor Dyke noted that the Inspections and Development Committee inspected the area and signed off on the application. The Inspections and Development Committee wanted to note that there is a drain/brook in the area. The applicant has indicated that he will divert the drain around the retaining wall. Councillor Dyke also noted that it is only the end of the drain that has to be diverted.</p> <p><b>Motion #78 Ed Dyke/Agatha Stack Balsom</b> Proposed to approve the application to construct a retaining wall at 1 O'Brien's Lane (A2024-12) with the stipulation that the drain in the area is diverted around the new retaining wall and that the town foreperson must approve the new direction of the drain before the work commences. All in favor, motion carried.</p>
9	<p>Proposed updated/revised Excavation Application</p> <p><b>Motion #79 Ed Dyke/Rick Raymond</b> Proposed to approve the Excavation Application with revisions regarding blasting requirements. All in favor, motion carried.</p>
10	<p>Review of Municipal Enforcement – Summer 2024</p> <p><b>Motion #80 Rick Raymond/Irene Stack</b> Proposed to hire the Commissioners for traffic control for the summer of 2024 for 12 weeks - 4 days per week -4 hours per day. All in favor, motion carried.</p>
11	<p>2024 Insurance Coverage</p> <p>The town received an updated quote to increase the town's replacement cost limits on the town's buildings and equipment to avoid being underinsured. The premiums will increase by approximately \$4,578.00. The CAO noted that the town should have the replacement cost limits updated so that the town's properties are covered appropriately.</p> <p><b>Motion #81 Ed Dyke/Irene Stack</b> Proposed to increase the town's replacement cost limits on buildings and equipment to avoid being underinsured. Council Stack asked if the town could get more quotes for the insurance. Councillor Dyke and Councillor Stack rescinded their motion. Staff will look into getting more quotes.</p>
12	<p>Chrome Books</p> <p>Councillor Stack is still looking into this with Triware Technologies.</p>
13	<p>Automatic Vehicle Location</p> <p>A quote to install Automatic Vehicle Location on town vehicles in the amount of \$91.98 per month was tabled.</p> <p><b>Motion #82 Irene Stack/Agatha Stack Balsom</b> Proposed to approve the quote to install Automatic Vehicle Location on town vehicles in the amount of \$91.98 per month and to have them installed on the town vehicles. All in favor, motion carried.</p> <p>Draft Policy#33 Automatic Vehicle Location Policy was tabled.</p> <p><b>Motion #83 Irene Stack/Agatha Stack Balsom</b> Proposed to accept Policy #33 Automatic Vehicle Location Policy and to inform staff of this new policy. All in favor, motion carried.</p>
14	<p>Foreperson's Daily Log was tabled.</p> <p><b>Motion #84 Irene Stack/Ed Dyke</b> Proposed to accept the foreperson's daily log. All in favor, motion carried.</p> <p>Councillor Stack asked if there could be a summary page with the Foreperson's Daily Log that would include water flows etc.</p> <p><b>Motion #85 Irene Stack/Agatha Stack Balsom</b> Proposed to add a summary page with the Foreperson's Daily Log. All in favor, motion carried. The CAO will inform the foreperson to add a summary page to his report.</p>
15	<p>Expense claim for Stephanie Stack in the amount of \$60.00 was tabled.</p> <p><b>Motion #86 Ed Dyke/Agatha Stack Balsom</b> Proposed to pay expense claim for Stephanie Stack in the amount of \$60.00. All in favor, motion carried.</p>
16	<p>Bills in the amount of \$33,034.73 were tabled.</p> <p><b>Motion #87 Irene Stack/Agatha Stack Balsom</b> Proposed to pay bills in the amount of \$33,034.73. All in favor, motion carried.</p>
	<p><b>NEW BUSINESS</b></p>

17		Councillor Stack noted that the Development Corporation will tentatively hold their AGM on April 29, 2024. Councillor Stack will confirm this so that it can be sent out to residents.
18		Councillor Dyke noted that the guardrail by the mailboxes next to the ballfield in Maddox Cove is in need of repair. If it is a quick inexpensive fix have staff repair. If it is a larger job staff is to get pricing to repair the guardrail.
19		Mayor Doyle asked about the Accessibility survey. Councillor Stack noted that she has not heard anything from the committee with regard to this. She stated that she is prepared to help with the survey once she hears from the committee. The CAO will contact Councillor Burry with regard to this.
20		<b>Motion #88 Rick Raymond/Ed Dyke</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:09pm.

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

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