
REGULAR MEETING
MONDAY AUGUST 19, 2019

1. Minutes of July 23 & July 25, 2019
2. Business Arising
3. Request to Speak- Owner of shed at 52A Main Road, Petty Harbour Re: Water shut off to shed by owner of waterline.
4. Application to build a 50ft X 80ft Cultural & Events Centre at 56-58 Main Road, Petty Harbour.
5. Application to build an extension to shed at 6B Main Road
6. Call for 2020-2021 Municipal Capital Works Infrastructure Applications.
7. Application to build off-grid eco-friendly domes in the hills of Petty Harbour.
8. Temporary structures within Petty Harbour/Maddox Cove.
9. Quote to replace guardrail on Southside Road near Blair Chafe's.
10. Request for Financial Assistance- Cribbies Road Park Planning Committee
11. Parking/Traffic Congestion in Petty Harbour and ticketing regulations
12. Letter with regard to road conditions on Motion Bay Road
13. Rope Fencing
14. Drain/culverts Cribbies Road
15. Expense Claims.
16. Bills
17. New Business
18. Adjourn

BILLS

Bidgood's (Office Expense)	\$62.44
John Layden Trucking (Road Maintenance & Water & Sewer Expense)	\$5,433.74
Irving Oil Marketing (Gas Expense)	\$1,163.29
Kanstor (Traffic Mirror Expense)	\$511.75
Kent (Road Maintenance Expense)	\$26.70
McDonald's Home Hardware (R&M Building Expense)	\$204.66
NF Power (Hydro & Street Lighting Expense)	\$4,063.11
Stewart McKelvey (Professional Fees Expense)	\$281.75
Bell Mobility (Cell Phone Expense)	\$184.58
Modern Paving (Water & Sewer Expense)	\$106.35
City of St. John's (Garbage Expense)	\$1,971.22
Staples (Office Expense)	\$101.25
EMCO (Water & Sewer Expense)	\$1,114.00
Keith's Plumbing (R&M Building & Water & Sewer Expense)	\$881.23
MFB Trucking (Water & Sewer Expense)	\$2,501.00
McDonald's Home Hardware (R & M Building)	\$36.79
McDonald's Home Hardware (Cleaning Supplies)	\$67.28
Newfoundland Distributors Ltd (Cleaning Supplies)	\$54.34
MFB Trucking (Parking Area MC)	\$2,875.00
Enviromasters (Mowing MC Ballfield)	\$431.25
Rigid Contracting (R & M Building)	<u>\$31,970.00</u>
	\$54,041.73

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

TUESDAY AUGUST 19, 2019

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

#		ITEM
1		Mayor Lee brought the meeting to order at 6:40pm.
2		Minutes of July 23, 2019 were read. Motion #275 Sam Stack/ Kim Orren Proposed minutes of July 23, 2019 be approved. All in favor, motion carried.
	BUSINESS ARISING July 23, 2019	
3		#4 The roof of the town office and community centre is finished.
4		#5 The traffic mirror at the bottom of Skinner’s Hill is installed.
5		#6 The Harbour Authority has agreed to pay half the cost for the waterfront bulk garbage pick-up.
6		#9 There was some discussion with regard to the parking area in Maddox Cove. There was some confusion as to the area that could be excavated. The contractor met with staff and staff informed the contractor to quote on grading the parking area to the utility pole in the area. Council was under the impression that the area would be graded past the utility pole. Staff will get a quote to have the remainder of the area graded.
7		#10 The “There but not There” silhouettes have been installed at the War Memorial.
8		#14 The mini aquarium placed garbage bins along Southside Road.
9		#15 Councillor Chafe noted that recreation has not had a chance to do anything further with the quotes to have the area at the Maddox Cove ballfield paved.
10		#29 Capital Works Project – Water Valve Replacement Maddox Cove. SNC Lavalin have been awarded the tender for engineering services for this project. The project will be going out to tender in the coming weeks.
11		#32 Councillor Chafe noted that there is an issue with water getting under the siding at the back of the community centre. He also noted that there is a section of deck that would need to be taken off. Staff along with Councillor Chafe and Mayor Lee will look at the issue the week of August 26 th and report back to council.
12		#34 Staff will check with the Harbour Authority again to see if they will be installing a traffic mirror on the Northside waterfront.
13		#36 Council will be meeting with representatives of the Department of Transportation and Works on Wednesday, August 21, 2019 to discuss ongoing issues with maintenance to the main road throughout the Community.
14		#43 The road to the catholic cemetery should be repaired in the next week or so.
15		#44 Staff will check the culvert up from the chlorine station.
16		Minutes of July 25, 2019 were read. Motion #276 Kim Orren/David Green Proposed minutes of July 25, 2019 be approved. All in favor, motion carried.
17		There was no Business Arising for the July 25, 2019 meeting.
	TONIGHT’S AGENDA	
18		Request to speak from owner of shed at 52A Main Road, Petty Harbour Re: Water shut. The owner was not present at the meeting and requested for this item to be placed on the agenda for the next meeting. Motion #277 Rick Raymond/David Green Proposed to defer this item until the next meeting. All in favor, motion carried. Councillor Orren abstained from voting due to a conflict of interest.
19		Application to build a 50ft X 80ft Cultural & Events Centre at 56-58 Main Road,

		<p>Petty Harbour. Councillor Orren asked if she would be in a conflict of interest. Council voted and all were in favor that Councillor Orren was not in conflict. Mr. Dan Noseworthy was present in chambers to answer any questions council had with regard to the proposed development. Deputy Mayor Stack wanted more information with regard to the Boat Building Museum. Mr. Noseworthy noted that Ocean Quest will be partnering with the Wooden Boat Museum. The Wooden Boat Museum will have seminars to teach/demonstrate the traditional ways of boat building. Deputy Mayor Stack also wanted to confirm with Mr. Noseworthy that the applicant would have to move the overflow pipe that runs through this parcel of land at his cost. Mr. Noseworthy noted that they will be responsible for any of the site work related to this project. Councillor Chafe noted that according to the drawing, part of the building will overhang the high water mark. Mr. Noseworthy assured Council that all regulatory requirements will be met. He also stated the engineering design and the building design will be presented to council for approval before construction begins. Mr. Noseworthy also noted that there would be no backfilling. He stated the area would be graded as per the Department of Municipal Affairs and Environment. Deputy Mayor Stack noted that this would have to go out to the public as it is a new application. Councillor Green asked if there would be a deck on the side of the building that faces the Main Road. Mr. Noseworthy noted that currently there is no plan to have a deck on this side of the building.</p> <p>Motion #278 Sam Stack/Kimberly Orren Proposed to send out notice to the public for comment. All in favor, motion carried.</p>
20		<p>Application to build an extension to a shed at 6B Main Road, Petty Harbour. Councillor Chafe noted that he inspected the area with staff and he has no issue with the application. Councillor Raymond asked if council is approving application without a survey. Deputy Mayor Stack noted that the applicant does have papers on ownership of the land but he does not have a survey. It was noted that the applicant would have to meet the side yard requirements. Deputy Mayor Stack noted that stages and sheds on the waterfront may be handled different when requiring surveys. Staff will check with other surrounding communities to see what they do in these situations.</p> <p>Motion #279 Sam Stack/Harry Chafe Proposed to approve the application to build an extension to a shed at 6B Main Road, Petty Harbour under the condition it is approved by the Department of Municipal Affairs and Environment. All in favor, motion carried.</p>
21		<p>2020-2021 Municipal Capital Works Infrastructure Applications. Mayor Lee noted that the 3 lift stations in the town are in desperate need of replacement. He noted that the current Capital Works Project for the valve replacement in Maddox Cove may have some funds left over to repair one of the lift station but that is not guaranteed. He stated that he would like to see the lift stations as top priority for the 2020-2021 Municipal Capital Works Infrastructure Applications and the sewer extension on Main Road Maddox Cove as the second priority.</p> <p>Motion #280 Rick Raymond/Harry Chafe Proposed to apply for the 2020-2021 Municipal Capital Works Infrastructure with the following priorities: #1 Replacement of lift stations #2 Sewer Extension Main Road Maddox Cove. All in favor, motion carried.</p>
22		<p>Request to construct "Off-Grid Domes" in the hills of Maddox Cove for tourist accommodations. Councillor Green, Hearn and Chafe were in conflict of interest and left chambers at 7:25pm. It was noted that this type of development does not meet the requirements/regulations of the zoning in the area. It was noted that in order to accommodate this type of development the town plan would have to be amended. Councillor Raymond asked "Do council want to amend the Town Plan for this?" Deputy Mayor Stack noted that more information is needed before a decision can be made. Mayor Lee noted that council should set up a meeting with the developer to have any questions answered.</p> <p>Motion #281 Rick Raymond/Kim Orren Proposed to defer this proposal until council meets with the developer. All in favor, motion carried. Councillor Green, Hearn and Chafe returned to chambers at 7:32pm.</p>
23		<p>Temporary Structures There was some discussion at the last meeting with regard to temporary structures and whether or not an application/permit should be required for this type of</p>

		structure. Staff spoke with other municipalities and presented a sample of a temporary structure application. Staff will draft a temporary structure application and present at the next meeting.
24		<p>A quote in the amount of \$7,532.50 to replace guardrail near 90 Southside Road was presented. This quote includes costs for posts for another section of guard rail further down on Southside Road. Staff will contact the contractor to get a separate quote for each section of guard rail.</p> <p>There was an incomplete section of guard rail from a previous job on Southside Road, council would like to have this guard rail completed. Staff will contact the contractor to have this completed.</p>
25		<p>Request for Financial Assistance- Cribbies Road Park Planning Committee.</p> <p>A letter from the Cribbies Park Committee was tabled. The committee is looking for financial assistance for the park to fix the drainage problem in the area. The total amount the committee is looking for is \$34,278.75 (30,278.75 for drainage and \$4000.00 for a swing set). Deputy Mayor Stack noted that council would have to meet to discuss this before making a decision on this project. He also noted that this year's budget cannot accommodate this amount of funding but it could be looked at for next year's budget if the project is something council want to move forward with. Vonda Wareham-Hayes was present in chambers to answer any questions from council. Mrs. Wareham-Hayes noted that the committee have applied for a number of grants and have received some funding (\$10,000 for drainage and \$3000 for swing set). Deputy Mayor Stack noted that town staff can check to see if there are any other funding opportunities that the park could avail of. Mrs. Wareham-Hayes stated that the park cannot move forward until the drainage problem is fixed. Mayor Lee asked Mrs. Wareham-Hayes would the \$34,278.75 finish the project. Mrs. Wareham stated that it would be a good start to the project. Mayor Lee noted that the committee should have its annual elections of officers. He also stated for the committee to inform the town once this is done. Council will speak to the town's engineer to see if there is a more cost effective scenario for the drainage that could be used in the area.</p>
26		<p>Parking/Traffic Congestion/Ticketing Regulations – The town was recently given the authority from the Minister of Transportation and Works to issue tickets for non-moving violations within the Town. Over the past week, council was informed that they are not permitted to issue tickets on the Main Road throughout the town as the road is owned by the Department of Transportation and Works. Mayor Lee noted that he could not see the town investing money into ticketing if they can only ticket on the towns roads and not on the main road throughout the town. The main road is the area that has most, if not all, the parking issues. There was some discussion with regard to the ongoing parking issues throughout the town. Mayor Lee noted that residents need to be calling the RNC if there are cars obstructing traffic. Councillor Green noted that it is very important that residents know that council is trying very hard to deal with the parking issue but they are not getting much help from the RNC, the Department of Municipal Affairs and Environment and the Department of Transportation and Works. Councillor Green noted that council should send out a notice to residents informing them of the strides council is taking to alleviate the parking problem. Council will bring up the ticketing issue when they meet with representatives of the Department of Transportation and Works on Wednesday August 21. Mayor Lee noted that the parking area on Skinner's Hill should be started in the coming weeks. Councillor Raymond noted that there is an area on the Main Road next to the town office where people are parking on the road and causing congestion. There was some discussion with regard to placing barricades or pylons in this area.</p> <p>Motion #282 Rick Raymond/Sam Stack</p> <p>Proposed to place pylons in the area next to the Town Office in front of 31 Main Road, Petty Harbour. Deputy Mayor Stack, Councillor Green, Councillor Hearn, Councillor Chafe and Councillor Raymond in favor. Mayor Lee and Councillor Orren not in favor. Motion Carried.</p>
27		<p>A letter from a resident with regard to road conditions on Motion Bay Road was tabled.</p> <p>Deputy Mayor Stack noted that the town is currently waiting on quotes to have many areas of road patched throughout the town including Motion Bay Road. Mayor Lee noted that the road is not in excellent condition but it is not in terrible condition either. Mayor Lee noted that there are a number of roads in other communities that are in much worse shape. Staff will send a letter back to the resident informing them that council will be fixing sections of Motion Bay Road along with all other by roads.</p>
28		<p>Rope Fencing</p> <p>Deputy Mayor Stack noted that he received a call from a resident who received a</p>

		<p>letter from the town informing him he had to remove the fence/barricade he had erected. Councillor Raymond left chambers at 8:40pm due to a conflict of interest. Deputy Mayor Stack noted that the fence/barricade is only temporary and is used to prevent people from parking on his property and making his property inaccessible. Mayor Lee noted that he would advise the property owner to apply to the town to erect an appropriate fence. Mayor Lee asked council "What type of fence is acceptable to council?" There was some discussion with regard to barricades and how long they should be permitted to be up for. It was noted that 30 days would be an appropriate amount of time. Mayor Lee noted that council should be specific with the specifications for a rope fence. His suggestions was to require 4 x 4 posts set into the ground with holes drilled and a minimum ½" rope running through. The height would be a minimum of 3'. Staff will revise the fence by-law adding these items for council to review. Staff will also send out a notice to the public informing them of the efforts of council regarding the parking/ticketing issue.</p> <p>Councillor Raymond returned to chambers at 9:00pm</p>
29		<p>Cribbies Road culverts/drain</p> <p>Deputy Mayor Stack noted that he may be in conflict as his son's property borders the work being done on the drains/culverts.</p> <p>Council voted and Mayor Lee, Councillor Chafe, Councillor Hearn, Councillor Green voted Deputy Mayor Stack was in conflict. Councillor Raymond and Councillor Orren voted Deputy Mayor Stack was not in conflict. Deputy Mayor Stack left chambers at 9:01pm due to a conflict of interest.</p> <p>Councillor Chafe noted that he was speaking to a resident in the area with regard to the drain. Councillor Chafe noted that he feels that there should be another section of culvert added to the drain. Councillor Raymond agreed with Councillor Chafe and suggested that once the extra section of culvert is placed in the drain it be covered with fill and concrete and a grate for clean-out placed on top. Mayor Lee noted that 4 ½ culverts have already been placed in the area. Councillor Chafe and Councillor Raymond noted that the drain is too deep and is dangerous to vehicles and pedestrians. Mayor Lee suggested to leave the drain the way it is and give it a chance to prove itself. Councillor Chafe suggested that it would only be a half-length of culvert. Mayor Lee noted that there is a drain that runs into these culverts from the adjacent property. If the drain is covered in then this water has nowhere to go.</p> <p>Motion #283 Harry Chafe/Rick Raymond Proposed to place an additional section of culvert in the drain along with concrete on top with a grate for a clean-out. Councillor Raymond, Councillor Chafe and Councillor Hearn in favor. Councillor Orren, Councillor Green and Mayor Lee not in favor. Motion defeated.</p> <p>Deputy Mayor Stack returned at 9:15pm.</p>
30		<p>Expense Claims</p> <p>Motion #284 David Green/Sam Stack Proposed to approve expense claim for Matthew Chafe in the amount of \$625.45. All in favor, motion carried.</p> <p>Motion #285 David Green/Kim Orren Proposed to approve expense claim for Billy Lee in the amount of \$36.45. All in favor, motion carried.</p> <p>Motion #286 David Green/Kim Orren Proposed to approve expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.</p> <p>Motion #287 Harry Chafe/Kim Orren Proposed to approve expense claim for Mandy Dinn in the amount of \$50.00. All in favor, motion carried.</p>
31		<p>Bills in the amount of \$54,041.73 were tabled.</p> <p>Motion #288 Sam Stack/Kimberly Orren Proposed to pay bills in the amount of \$54,041.73. All in favor, motion carried.</p>
	NEW BUSINESS	
32		The town received a thank you from Riley Hutchings for a donation.
33		<p>The tender for the parking area on Skinner's Hill closed. The town received 4 bids.</p> <p>Cutting Edge Excavation \$54,487.00 Dexter Construction \$68,272.05 Eric Taylor Ltd. \$90,631.50 Platinum Construction \$111,607.50</p> <p>An error was found on the Cutting Edge Excavation tender submission therefore making their submission non-compliant. Dexter Construction was the lowest</p>

		compliant tender. Motion #289 Sam Stack/David Green Proposed to award the tender to Dexter Construction in the amount of \$68,272.05. All in favor, motion carried.
34		The town received a 3 quotes to have the potholes on the town roads repaired. Formac 2002 Ltd. \$58,592.30 plus HST Progressive Paving Plus \$75,000.00 plus HST Twin City Paving \$69,000.00 plus HST Motion #290 Rick Raymond/Sam Stack Proposed to accept the bid from Formac Ltd. in the amount of \$58,592.30. All in favor, motion carried.
35		Councillor Orren left the meeting at 9:37pm due to another commitment.
36		The foreman's report was tabled. Staff will check with the town's engineer with regard to the air release valve in Maddox Cove.
37		Councillor Green asked about the progress of the tax sales. The CAO informed council that the town's lawyer is working on the tax sales.
38		Councillor Chafe asked if the town was selling town land that is adjacent to the tourist information centre. It was noted that this parcel of land was for sale previously and there was no one interested in bidding. Motion #291 Lynn Hearn/Sam Stack Proposed not to sell the parcel adjacent to the tourist information centre. Mayor Lee, Deputy Mayor Stack, Councillor Orren and Councillor Hearn were not in favor. Councillor Chafe, Councillor Green and Councillor Raymond in favor. Motion defeated.
39		Councillor Raymond noted that the storage trailer at 56-58 Main Road Petty Harbour needs to be removed. He noted the extension that the town gave the owner has now expired. Motion #292 Rick Raymond/Harry Chafe Proposed to notify property owner that the trailer has to be removed. Mayor Lee, Councillor Chafe, Councillor Raymond and Councillor Hearn in favor. Councillor Green and Deputy Mayor Stack not in favor. Motion carried.
40		Councillor Raymond asked if council would be placing a gate on Pancake. Mayor Lee noted that because of the work that may be happening on Motion Bay Road Extension it would not make sense to place a gate there at this time.
41		Councillor Hearn noted that recreation would like to know what the budget is for the floor repairs now that the roof repairs are complete. Staff will get this information for recreation.
42		Councillor Hearn noted that the playground in Maddox Cove needs some attention. There is a bench that needs to be replaced and they would like to have a picnic table on site. The sand boxes at the playground also need some attention. Motion #293 Rick Raymond/Dave Green Proposed to purchase a bench and a picnic table for the park in Maddox Cove. Staff will take a look at the sandboxes. All in favor, motion carried.
43		Mayor Lee noted that the leaking valve on the Main Road in Maddox Cove will be repaired once the new pressure release valve is installed in the area.
44		Deputy Mayor Stack noted that he would like to see more speed signs on the road towards Shea Heights just past the town's boundaries. This area was recently change form an 80km zone to a 50km zone. Deputy Mayor Stack will discuss this with the Department of Transportation and Works when they meet with them this week.
45		Mayor Lee noted that the town's engineer has completed a report on the drainage for Motion Bay Road Extension. Council will be meeting with the Department of Transportation and Works to request they upgrade the culvert on the Main Road. The town's engineer will also be completing a full scope of work for the upgrades to Motion Bay Road Extension.
46		Motion #294 Harry Chafe/David Green Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 10:16pm.

Sam Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____