

REGULAR MEETING
TUESDAY AUGUST 22, 2023
AGENDA

1. Minutes of August 8, 2023
2. Business Arising
3. Request to erect sign from East Coast Trail
4. 2024-2025 Capital Works Applications
5. Application to place fill on property at 27 Cribbies Road (A2023-64)
6. Fall Bulk Clean-up
7. Request from the Watershed Coffee Shop to have Business Tax and Garbage tax wrote off
8. Complaint with regard to a dog at 59 Main Road, Maddox Cove
9. Complaint with regard to garbage and business at 10C Main Road, Petty Harbour
10. Foreman's Report
11. Expense Claims
12. Bills
13. New Business
14. Adjourn

BILLS

August 22th, 2023

Bidgood's (Office Expense)	\$12.19
Bell Mobility (Cell Phone Exp.)	\$356.21
City of St. John's (Garbage Exp.)	\$2,361.20
CIBC Mellon (Pension Exp)	\$3,359.48
Canoe Procurement (Office Exp.)	\$230.99
Alarm Services (Fire Protection)	\$523.25
CIBC (Employee Training, Postage, Truck Exp. Tools Exp)	\$1,060.63
EnviroMasters(Lawn Care)	\$879.75
John Layden Trucking (Road Maintenance)	\$345.00
Modern Paving (Road Maintenance)	\$158.21
NF Power (Hydro Exp.)	\$1,987.41
Rogers (Office Exp.)	\$91.92
Reprographics (Office Exp.)	<u>\$579.38</u>
TOTAL	\$11,945.62

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

TUESDAY AUGUST 22, 2023

PRESENT: Ron Doyle, Ed Dyke, Irene Stack, Melissa Pardy, Beatrice Burry, Agatha Stack Balsom and Stephanie Stack

ABSENT: Rick Raymond

#		ITEM
1		Mayor Doyle brought the meeting to order at 6:30pm.
2		Minutes of August 8, 2023, were tabled. Motion #290 Ed Dyke/Irene Stack Proposed to accept minutes of August 8, 2023. All in favor, motion carried.
	BUSINESS ARISING	
3		#5 Repairs to the lift station panel on the Northside by the slipway were completed. This should be covered under warranty.
4		#6 The garbage Bin for the community centre has been purchased. Staff will put a lock on this bin.
5		#7 Dynamic is finalizing the design work for CWP – Motion Bay Road Extension. They will be sending the drawings to Municipal Affairs for approval and then the project will go out to tender.
6		#10 The accessible washroom at the Tourist Information Centre has started. The contractor is waiting on Babb Security to complete some work.
7		#16 The paving/patch work should be completed by early/mid September.
8		#20 The repairs have been completed to the bus shelter at O'Brien's Lane. The dug outs at the ballfield should be completed in the next week. Staff have contacted NL Power with regard to the graffiti on the flume.
9		#25 The tender for engineering services has been awarded. The kick off meeting for this project will be next week.
10		#28 Staff have contacted the Department of Transportation and Infrastructure again with regard to the roads throughout the community. The department informed the town that brush cutting and the shoulders will be done very soon but there would be a longer wait for asphalt. Staff have also contacted MHA Loyola O'Driscoll with regard to this. They have not heard back from him to date.
	TONIGHT'S AGENDA	
11		Request from the East Coast Trail Association to erect a sign at the parking area in Maddox Cove. The Inspections and Development Committee inspected the area and signed off on this request. The Committee noted that the East Coast Trail should get approval from Newfoundland Power before erecting the sign as there is a pole and guides wires in the area. Motion #291 Ed Dyke/Beatrice Burry Proposed to approve the request in principle with the condition that the East Coast Trail Association receive approval from NL Power for the placement of the sign. All in favor, motion carried.
12		2024-2025 Capital Works Applications A letter from the foreman was tabled with regard to repairs that are needed to the Pressure Reducing station. The foreman asked if council would consider this for the 2024-2025 Capital Works Applications. Councillor Dyke noted that he would like to see this project completed but he would also like to apply for Phase 2 of Motion Bay Road Extension. This project would encompass providing protection for the entire water line until it meets up to the finished section of Motion Bay Road Extension. Motion #292 Ed Dyke/Beatrice Burry Proposed to apply for the 2024-2025 Capital Works Applications for the following projects: Upgrades to the Pressure Reducing Station Watermain Protection – Motion Bay Road Extension All in favor, motion carried.
13		Application to place fill on property at 27 Cribbies Road (A2023-64). The Inspections and Development Committee inspected the area and signed off on the application. Mayor Doyle noted that he had some concerns and didn't want this to be open-ended so that the applicant can keep dumping. It was noted that the application was only for 5-6 loads of fill.

		<p>Motion #293 Ed Dyke/Melissa Pardy Proposed to approve the application to place fill at 27 Cribbies Road. All in favor, motion carried.</p>
14		<p>Fall Bulk Clean-up Motion #294 Ed Dyke/Beatrice Burry Proposed for the town to have a two week Fall Bulk Clean-Up this year. Residents who already had bulk garbage pick-up in the Spring would not qualify. In the future, the town will have a month-long Fall Bulk Clean-Up but no Spring Clean-up. Staff will send out a notice to residents informing them of this change.</p>
15		<p>Request from the Watershed Coffee Shop/Red Thread Inc. to have Business Tax (\$379.83) and Garbage Tax (\$100.00) wrote off as the business is not operating was tabled. Councillor Dyke noted that he agreed that the town should write off the Business Tax and Commercial Garbage taxes from July to December and any future taxes but stated he did not agree with going back to write off taxes. Motion #295 Ed Dyke/Melissa Pardy Proposed to write off Business Tax and Commercial Garbage Tax from July to December 2023 and any future bills if the business is not operating. All in favor, motion carried.</p>
16		<p>A complaint with regard to a dog at 59 Main Road, Maddox Cove was tabled. An email was received with regard to a dog barking early in the morning and late in the night at 59 Main Road, Maddox Cove. Motion #296 Ed Dyke/Melissa Pardy Proposed to send a letter to the resident stated that the town has received a complaint about the dog barking. All in favor, motion carried.</p>
17		<p>A complaint with regard to garbage and a business operating at 10C Main Road, Petty Harbour was tabled. Another email with regard to a roaming cat was also received. Councillor Stack noted that if there is a business operating from this home then they should apply to the town to be operating. It was noted that the town had contacted the owner previously and was informed that there was no business operating at 10C Main Road. Councillor Dyke and Deputy Mayor Raymond visited the area and noted that there was nothing on the property when they were there. Mayor Doyle noted that he had seen a couch and other items outside that property previously. Councilor Burry stated that the owner should have to apply to operate a business at this property. Motion #297 Agatha Stack Balsom/Beatrice Burry Proposed to send a letter to the owner stating that the town has received a complaint with regard to items being stored around the home and that there is potentially a business being run on this property. If there is a business operating the owner must cease operation until they receive a permit from the town. All in favor, motion carried.</p> <p>The complainant will be informed that the town does not have animal control. The town will send out a notice to the public about roaming animals and to have your animals spayed or neutered.</p>
18		<p>The Foreperson's Report was tabled Motion #298 Agatha Stack Balsom/Ed Dyke Proposed to purchase a shelving unit for the basement at the town office in the amount of \$299.00, All in favor, motion carried.</p> <p>Motion #299 Agatha Stack Balsom/Irene Stack Proposed to accept the foreperson's report. All in favor, motion carried.</p>
19		<p>Expense claim for Mike Hayes in the amount of \$15.00 was tabled. Motion #300 Irene Stack/Melissa Pardy Proposed to pay expense claim for Mike Hayes in the amount of \$15.00. All in favor, motion carried.</p> <p>Expense claim for Stephanie Stack in the amount of \$40.00 was tabled. Motion #301 Ed Dyke/Agatha Stack Balsom Proposed to pay expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.</p> <p>Expense claim for Glen Whitten in the amount of \$15.00 was tabled. Motion #302 Agatha Stack Balsom/Beatrice Burry Proposed to pay expense claim for Glen Whitten in the amount of \$15.00. All in favor, motion carried.</p> <p>Expense claim for Cyril Whitten in the amount of \$10.00 was tabled. Motion #303 Melissa Pardy/Agatha Stack Balsom Proposed to pay expense claim for Cyril Whitten in the amount of \$10.00. All in favor, motion carried.</p>

20		Bills in the amount of \$11,945.62 were tabled. Motion #304 Melissa Pardy/Agath Stack Balsom Proposed to pay bills in the amount of \$11,945.62 . All in favor, motion carried.
	NEW BUSINESS	
21		Councillor Dyke noted that there are some wash-outs by 5 Motion Bay Road Extension. Councillor Dyke stated that there are some swales in the area before and after this civic address and he would like to look into what the town can do in this area. Councillor Dyke, Deputy Mayor Raymond and the Foreman will look into this.
22		Councillor Stack noted that the town needs to look at the open grate on Cribbies Road by civic number 43. This was mentioned before to council but now that hurricane season is upon us it should be looked at. Councillor Stack also asked for staff to check the drain up by the Catholic Cemetery to make sure they are clear as it calls for a lot of rain over the weekend.
23		Councillor Stack stated that the property at 11 Cribbies Road has not been cleaned up. Staff will follow up with this.
24		The town received a request to have the traffic mirror reinstalled at intersection of Motion Bay Road and the Main Road. Staff will get a quote on the mirror and an industrial bracket.
25		The CAO-Stephanie Stack informed the town that JW Consulting has started the new Accessibility Plan. The town has set up a committee and will have a public consultation meeting on Thursday September 7 at 7:00pm at the community centre. A notice will be sent out to the public.
26		The CAO- Stephanie Stack and Mayor Doyle requested to take out the summer staff for lunch on Friday August 25. Motion #305 Ed Dyke/Irene Stack Proposed for the CAO and the Mayor to take the summer staff out to lunch. All in favor, motion carried.
27		Motion #306 Irene Stack/Agatha Stack Balsom Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:25pm.

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____