

REGULAR MEETING
MONDAY DECEMBER 11, 2023
AGENDA

1. Minutes of November 27, 2023
2. Business Arising
3. Request to speak Susan Cuff – Re: Right-of way Big Hill Road
4. Application to install a culvert at 124 Motion Bay Road
5. Letter regarding possible business at 10C Main Road, Petty Harbour
6. Blocked culvert on Cribbies Road
7. 2024 Wastewater System Effluent Regulation Compliance Service Agreement
8. Email from Navigator for ad regarding Tom Best induction into the Atlantic Canada Marine Industries Hall of Fame
9. Foreperson's Report
10. Expense Claims
11. Bills
12. New Business
13. Adjourn

BILLS

December 11, 2023

Canoe (Office Expense)	\$138.55
Bennett's Home Hardware (Cleaning Supp., Tools & Christmas Lights)	\$231.40
Reprographics (Office Exp.)	\$840.82
Bell Mobility (Cell Phone Exp.)	\$352.77
Xylem (Sewer Exp.)	\$483.00
City of St. John's (Garbage Exp.)	\$1,974.66
BioMaxx Environmental (Sewer Monitoring Exp.)	\$6,106.50
Bidgood's (Cleaning Supplies & Office Exp.)	\$35.86
CIBC Visa (Postage, Water and Office Exp)	\$273.28
Cal LeGrow (Volunteer Ins.)	\$1,894.00
Cassie Rideout (Office Exp.)	\$250.00
Brenntag (Water Infrastructure Exp.)	\$4,079.84
Maverick Fence Ltd. (Community Revitalization Grant)	\$3,335.00
Backyard Contractors (Community Revitalization Grant)	\$97,497.00
East Chem (Snow Clearing)	\$253.58
Irving Oil (Gas Expense)	\$2,171.95
Feaver's Lane (GIS Mapping Exp.)	\$598.00
GTC Training (Employee Training)	\$92.00
John Layden Trucking (Road Maintenance & Recreation Exp.)	\$1,437.50
John Layden Trucking (Truck Exp.)	\$2,134.88
Kent Building Supplies (Snow Clearing)	\$118.53
NF Power (Hydro Exp.)	\$5,555.42
Modern Printing (Garbage Exp.)	\$924.60
MFB Trucking (Misc Exp.-Remove flower pots, remove parking shed)	\$575.00
Work Authority (Employee Clothing Expense)	\$195.47
T & D Enterprises (Snow Clearing & Truck Exp.)	\$22,101.01
Weir's Construction (Road Maintenance Expense)	\$418.60
Traffic Logix (Traffic Exp.)	\$177.55
Trio (Pension Exp.)	<u>\$1,227.02</u>
TOTAL	\$155,473.79

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY DECEMBER 11, 2023

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

	ITEM
1	Mayor Doyle brought the meeting to order at 6:30pm. Mayor Doyle extended condolences to Deputy Mayor Raymond on the recent passing of his father.
2	Minutes of November 27, 2023, were tabled. Motion #428 David Balsom/Agatha Stack Balsom Proposed to accept minutes of November 27, 2023. All in favor, motion carried.
	BUSINESS ARISING
3	#4 Council met with Dynamic Engineering to discuss the CWP – Motion Bay Road Ext.-Watermain Protection. Motion #429 Ed Dyke/David Balsom Proposed to have Dynamic Engineering move forward with the new design work, costing and Prime Consulting Agreement to include a retaining wall for the CWP – Motion Bay Road Ext.-Watermain Protection. All in favor, motion carried.
4	#17 Staff spoke to the Department of Transportation and Infrastructure regarding the culvert on the shoulder of the road located by 90-96 Main Road, Petty Harbour. The department will have this removed as soon as their boom truck is available.
5	#19 The town received a response from the property owner of 31 Main Road, Petty Harbour regarding the snow fence that was erected without a permit. The owner noted that the area is not safe and there is more work to complete before the fence can come down. He stated that is why the snow fence was erected. Motion #430 Ed Dyke/David Balsom Proposed to send a removal order to the property owner of 31 Main Road, Petty Harbour to have the fence removed. The order will give the owner 30 days to have this work completed. All in favor, motion carried. Staff will also send a letter informing the property owner that as per the removal order for the house dated May 15, 2023, the area must be brought back to its original state.
6	#20 The lights at the Tourist Information Centre are not on and the lights on the War Memorial do not turn off. Staff will look into this.
	TONIGHT'S AGENDA
7	Right-of way Big Hill Road – Request to speak Susan Cuff Ms. Cuff was present in chambers and addressed council. She noted that she has been complaining about this right of way. She stated that a property owner in the area just had his driveway paved and it extends into the right of way. She stated she is requesting a letter from council stating that the area is a private right of way. Ms. Cuff also stated that the fire department told her that there had to be a 10ft clearance in the right of way. Mr. Dave Oakley was also present in chambers and asked why the residents are responsible for the laneway when they don't own it. He stated that they should not have to pay for repairs to the right of way. Mayor Doyle noted that the town will take their comments and concern into consideration.
8	Application to install a culvert at 124 Motion Bay Road(A2023-102). The Inspections and Development Committee inspected the area and signed off on the application with stipulations. Councillor Dyke noted that because the culvert ties into other culverts on each end of this property that there would have to be a clean-out on each end of the culvert or the culvert could only be a maximum of 24' long. Motion #431 Ed Dyke/Rick Raymond Proposed to approve the application to install a culvert at 124 Motion Bay Road(A2023-102) with the stipulation that a clean-out be constructed on each end of the culvert or the culvert be a maximum of 24' long. All in favor, motion carried.
9	Letter regarding possible business at 10C Main Road, Petty Harbour. Councillor Stack asked if the town had a specific definition of a home-based business. It was noted that council did receive a complaint about this property operating a business at a previous meeting of council. Council was told by the tenant of this property at that time that there was not a business operating from this property. Councillor

		<p>Balsom noted that there is a trailer with the business name on it parked at this property. Councillor Stack stated that the advertising online does note 10C Main Road as the business address. Councillor Stack suggested the town have a meeting with the property owner/tenant.</p> <p>Motion #432 Irene Stack/Beatrice Burry Proposed to defer this item and request a meeting with the tenant and owner of the property. All in favor, motion carried.</p>
10		<p>Blocked culvert on Cribbies Road.</p> <p>Motion #433 Ed Dyke/Agatha Stack Balsom Proposed that Mayor Doyle is in a conflict of interest when discussing this issue. All in favor, motion carried.</p> <p>Motion #434 Ed Dyke/Irene Stack Proposed that Stephanie Stack is in a conflict of interest when discussing this issue. All in favor, motion carried.</p> <p>Mayor Doyle and Stephanie Stack left chambers at 6:51pm.</p> <p>Councillor Dyke noted that he visited the area with the town foreman. The foreman called Alfonso diving to get a quote to have the culvert flushed out. The cost was a minimum of \$300.00.</p> <p>Motion #435 Ed Dyke/Agatha Stack Balsom Proposed to start digging at the bottom end of the culvert to see if they can locate the blockage. Once the blockage is located the drain will no longer be a covered drain, it will be an open ditch. All in favor, motion carried.</p>
11		<p>2024 Wastewater System Effluent Regulation Compliance Service Agreement. A quote from BioMaxx Environmental was tabled. There was cost savings to have an extended contract for the wastewater effluent services.</p> <p>Motion #436 Agatha Stack Balsom/Rick Raymond Proposed to sign a four (4) year contract with BioMaxx Environmental for Wastewater System Effluent Regulation Compliance Services. All in favor, motion carried.</p>
12		<p>Request from Navigator for ad regarding Tom Best's induction into the Atlantic Canada Marine Industries Hall of Fame.</p> <p>Councillor Dyke noted that Mr. Best had done a lot for the community with regard to the fishery but the advertising rates with the Navigator are really high. Councillor Stack noted that the magazine is not a local magazine and is not sure who would actually see it. It was noted that the town should place something in their next newsletter and on the website.</p> <p>Motion #437 Agatha Stack Balsom/Ed Dyke Proposed not to accept the request to place an ad in the Navigator. All in favor, motion carried.</p>
13		<p>Foreperson's Report was tabled.</p> <p>Motion #438 Agatha Stack Balsom/Beatrice Burry Proposed to accept the foreperson's report. All in favor, motion carried.</p>
14		<p>Expense claim for Matthew Chafe in the amount of \$90.30.</p> <p>Motion #439 Agatha Stack Balsom/Beatrice Burry Proposed to pay expense claim for Matthew Chafe in the amount of \$90.30. All in favor, motion carried.</p> <p>Expense claim for Michael Hayes in the amount of \$20.00.</p> <p>Motion #440 Irene Stack/Agatha Stack Balsom Proposed to pay expense claim for Michael Hayes in the amount of \$20.00. All in favor, motion carried.</p> <p>Expense claim for Stephanie Stack in the amount of \$20.00.</p> <p>Motion #441 Ed Dyke/Beatrice Bury Proposed to pay expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.</p>
15		<p>Bills in the amount of \$155,473.79 were tabled.</p> <p>Motion #442 Agatha Stack Balsom/Rick Raymond Proposed to pay bills in the amount of \$155,473.79. All in favor, motion carried.</p>
	NEW BUSINESS	

16		Councillor Balsom noted that he drove the town's truck at the Christmas Parade and had some questions. He stated that the tail light is broken on the truck. He asked if there was an accident report. The CAO noted that she was not aware of this and did not receive an accident report. Councillor Balsom also noted that there is a tire sensor light on in the truck. Councillor Balsom asked if the town did daily inspections on the vehicles. It was noted that daily inspections were being completed and recorded on the garbage truck. Councillor Balsom stated that the town may have to do a yearly motor vehicle inspection.
17		Councillor Stack Balsom asked if the town will be having the Christmas Light Contest again this year. It was noted it was a little late in the year to decide this. Next year council should bring this up in October or November. Motion #443 Agatha Stack Balsom/Rick Raymond Proposed to have a Christmas Light Contest. One winner for residents of Petty Harbour and one for Maddox Cove. All in favor, motion carried.
18		Motion #444 Ed Dyke/Agatha Stack Balsom Proposed the next meeting of council be scheduled for January 8, 2023. All in favor, motion carried.
19		Councillor Dyke wanted to thank Recreation for a wonderful Christmas parade. He also thanked Councillor Balsom for driving the town truck.
20		Councillor Dyke noted that he inspected the road leading up to the chlorine station and the catholic cemetery as the snow clearing contract noted that it was really rough and he damaged some of his equipment. Councillor Dyke stated that there is about 50-75 feet that is rough and the contractor will be raising his plow a little to prevent damage to his equipment. Councillor Stack asked if council could send out a notice to residents informing them of that.
21		Deputy Mayor Raymond thanked council for the flowers that his family received on the passing of his father.
22		Deputy Mayor Raymond asked if the town could put more lights on the Christmas tree at the War Memorial. Council agreed to add more lights to the tree.
23		The CAO asked Councillor Burry if there was any progress on the accessibility survey. Councillor Burry stated that she will speak with Kim from the CNIB with regard to this. She stated that council should have an update early in the new year.
24		Motion #445 Rick Raymond/Ed Dyke Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:25 pm.

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____