

REGULAR MEETING
MONDAY DECEMBER 16, 2024
AGENDA

1. Minutes of December 9, 2024
2. Business Arising
3. Application to build a shed at 42 Motion Bay Road (A2024-91)
4. 42 Motion Bay Road Re: drain and retaining wall
5. Recreation Audit
6. Daily Foreperson's Log
7. Expense Claim
8. Bills
9. New Business
10. Adjourn

BILLS
December 16, 2024

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| Backyard Contractors (R & M Building) | \$931.50 |
| CIBC Mellon (Pension Plan Exp.) | \$1,276.58 |
| Brian Scammell (Prof. Fees) | \$8,368.44 |
| Cal Legrow (Insurance Exp) | \$1,894.00 |
| BioMaxx (Sewer Monitoring Exp.) | \$5,917.22 |
| First General (HST and Deductible) | \$12,451.78 |
| Kent (Tools and Equipment) | \$206.61 |
| Irving (Gas Expense) | \$1,424.35 |
| John Layden's Trucking (Road Maintenance & truck Maintenance) | \$1,242.00 |
| NF Power (Hydro Exp) | \$3,264.60 |
| Reprographics (Office Exp) | \$604.05 |
| The Business Post (Advertising) | \$599.00 |
| Triware (Office Exp.) | <u>\$80.50</u> |
| TOTAL | \$38,260.63 |

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY DECEMBER 16, 2024

PRESENT: Rick Raymond, Ed Dyke, Irene Stack, Agatha Stack Balsom, David Balsom, Kayla Parsons and Stephanie Stack

ABSENT: Ron Doyle

| | ITEM |
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| 1 | Acting Mayor Raymond brought the meeting to order at 6:30pm. |
| 2 | Minutes of December 9, 2024, were tabled. Motion #411 Ed Dyke/Kayla Parsons Proposed to accept minutes of December 9, 2024. All in favor, motion carried. |
| | BUSINESS ARISING |
| 3 | # CWP Motion Bay Road Extension Phase 1 - Weir's Construction is back on-site this week to complete the project and address some deficiencies. |
| 4 | #6 Resident of 7 Long Run Road has yet to reach out to Councillor Dyke to visit the site. |
| 5 | #18 The Inspection and Development Committee visited the area around 222-224 Main Road Maddox Cove. Councillor Dyke stated that there had been excavation work completed in the area and a culvert installed. Councillor Dyke noted that the culvert should be 24". As there are two companies working in the area Councillor Dyke noted that they were not sure which company completed this work. Motion #412 Ed Dyke/Kayla Parsons Proposed to send a letter to the two companies in the area informing them that if they completed this work they would have to apply to the town for approval as there was no permit issued. The Inspection and Development Committee will inspect again once the application is filled out. All in favor, motion carried. |
| 6 | #19 The CAO met with staff to discuss the issue of staff standing in back of truck when salt and sanding. All staff informed the CAO that employees travel behind the truck and shovel salt and sand from back of truck. They stated that staff are never in back of the truck salt and sanding when the truck is moving. |
| | TONIGHT'S AGENDA |
| 7 | Application to build a shed at 42 Motion Bay Road (A2024-91) The Inspection and Development Committee inspected the area and signed off on the application. The shed meets the requirements for accessory buildings in the Residential Zone. Motion #413 Ed Dyke/Irene Stack Proposed to approve the application to build a shed at 42 Motion Bay Road (A2024-91). All in favor, motion carried. |
| 8 | The letter from resident of 42 Motion Bay Road Re: drain and retaining wall was reviewed again. Councillor Dyke noted that the Inspections and Development Committee inspected the area again and spoke to the resident. Councillor Dyke noted that the bricks that are in the drain need to be moved. Councillor Dyke asked if there was a survey mapped on the GIS mapping system. The CAO noted that there was not. Councillor Dyke noted that the resident stated that the drain was dug up 9-10 years ago and it dug into the bank causing the erosion. Councillor Dyke noted that the Inspections and Development Committee did not feel that this is what caused the problem with the retaining wall. Councillor Dyke noted that the grates in the drain have to be removed if not already done. Acting Mayor Raymond noted that the resident stated that he wanted the wall fixed or he would be taking legal action. Councillor Dyke noted that if the retaining wall shifted due to erosion then there would be evidence of that; the sod would be leaning out but it was not as per the pictures that council had to review. Acting Mayor Raymond stated also that it doesn't look like there is an erosion issue. Councillor Stack stated that if the town recently changed the drain then maybe it was a town issue but the town has not made any major changes to the drain. Motion #414 Ed Dyke/Irene Stack Proposed to send a letter to the resident stating that he has 1 week to remove the |

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| | | bricks from the drain, or the town will have to remove them and place them back on the owner's property. It was proposed to note in the letter that at the present time and after inspection, council does not see any fault to the town that caused the retaining wall to shift or collapse. Acting Mayor Raymond, Councillor Parsons, Councillor Dyke, Councillor Stack and Councillor Stack Balsom in favor. Councillor Balsom not in favor, motion carried. |
| 9 | | <p>Recreation Audit</p> <p>The CAO was speaking to the auditor with regard to Recreation's audit. The Auditor noted that there is a lot of work to be done by Recreation to get this audit completed. The CAO suggested that council meet with Recreation to discuss. Councillor Balsom stated that Recreation should be given a cut off time to have this information to the auditor. Councillor Stack Balsom stated that Recreation should be paying for the audit. She also noted that Recreation may need to get a lawyer's letter to get this completed. Councillor Dyke noted that socially Recreation is doing a great job but financially there are issues with the audits. Councillor Balsom stated that council has to get more strict with Recreation concerning this audit because at the end of the day, council is responsible. Staff will set up a meeting with Recreation's executive (the treasurer must be present) to discuss the audit. Staff will set up a meeting for January 7, 2025, at 6:30 with Recreation.</p> |
| 10 | | <p>Daily Foreperson's Log</p> <p>Motion #415 Irene Stack/Kayla Parsons</p> <p>Proposed to approve the daily Foreperson's log. All in favor, motion carried. Councillor Stack asked if the foreperson could have more detail in the log. Basically, a better picture of the foreperson's duties. The CAO will bring this forward to the foreperson.</p> |
| 11 | | <p>Expense claim in the amount of \$37.80 for Stephanie Stack.</p> <p>Motion #416 Irene Stack/Kayla Parsons</p> <p>Proposed to approve expense claim for Stephanie Stack in the amount of \$37.80. All in favor, motion carried.</p> |
| 12 | | <p>Bills in the amount of \$38,260.63 were presented.</p> <p>Motion #417 Ed Dyke/Kayla Parsons</p> <p>Proposed to pay bills in the amount of \$38,260.63. All in favor, motion carried.</p> |
| | NEW BUSINESS | |
| 13 | | Councillor Parsons noted that staff are leaving bins in middle of driveways. The CAO will speak to staff on this. |
| 14 | | <p>Councillor Stack wanted to congratulate Recreation on a great Christmas parade. She noted that she received some positive feedback on the route change but noted maybe alternating the location would be a good idea.</p> <p>Councillor Dyke also wanted to thank recreation for the parade and kids social at the community centre. He also thanked Acting Mayor Raymond and Councillor Stack for helping with the float. Councillor Dyke noted that council should assign a couple of hundred dollars for decorations next year.</p> |
| 15 | | It was noted that staff will be fixing a water break on Cribbies Road tomorrow. |
| 16 | | It was noted at as of January 1, 2025, there will be a new Towns and Local Service Districts Act in place. This Act will replace the Municipalities Act. This Act is more progressive legislation which also allows the town more flexibility when governing. There are some mandatory by-laws that must be completed in early 2025. Staff have the by-laws drafted for council's review in the new year. |
| 17 | | <p>Motion #418 Ed Dyke/Irene Stack</p> <p>Proposed to give staff a \$50 grocery gift card for Christmas. All in favor, motion carried.</p> |
| 18 | | <p>Motion #419 Ed Dyke/Irene Stack</p> <p>Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:00 pm.</p> |

Rick Raymond, Acting Mayor _____

Stephanie Stack, Chief Administrative Officer _____