

REGULAR MEETING
MONDAY DECEMBER 17, 2020
AGENDA

1. Minutes of November 23, 2020
2. Business Arising
3. Application to build a shed at 10 Church Lane (A2020-132)
4. Application to demolish building and build new build for convenience store at 28 Main Road, Petty Harbour (A2020-133)
5. Letter from resident of Shore Lane regarding the erosion of ditch in the area.
6. Resolution for a tax sale at 115-119 Long Run Road
7. Repairs to home at 31 Main Road, Petty Harbour
8. End of year write offs
9. Pipe Down NL – Request to sign a resolution and letter
10. Request for donation – Citizens Crime Prevention Association
11. Return to Work and Health & Safety Policy
12. Foreman's Report
13. Cheque Log
14. Expense Claims
15. Bills
16. New Business
17. Adjourn

BILLS

Bidgood's (Office Expense)	\$15.32
City of St. John's (Garbage Expense)	\$2,113.17
Bell Aliant (Telephone Expense)	\$567.20
Bell Mobility (Cell Phone Exp.)	\$204.70
Brenntag (Water Expense)	\$1,152.23
Cal LeGrow (Insurance Expense)	\$1,894.00
CIBC Mellon (Pension Expense)	\$3,269.18
CBCL (Professional Fees Expense)	\$493.63
Formac 2002 (Sewer Expense)	\$3,910.00
Geomatic Services (GIS Mapping Expense)	\$644.00
Emco (Tools Expense)	\$224.27
Irving Oil Marketing (Gas Expense)	\$1,132.41
Kent (R&M Building Expense)	\$93.41
GTC Training (Employee Training)	\$299.00
Impact Signs (Office Expense)	\$43.83
McDonald's Home Hardware (R&M Building & Truck Exp.)	\$136.40
NF Power (Street Light Expense)	\$193.20
The Business Post (Advertising Expense)	\$450.34
The Legion (Wreaths Expense)	\$238.44
MFB Trucking (Water & Road Maintenance Expense)	\$977.50
McElhanney (Survey Expense)	\$3,936.19
Rogers (Office Expense)	\$97.67
S&S Supply (Tools Expense)	\$376.51
Stewart McKelvey (Professional Fees Expense)	\$3,947.98
T&D Enterprises (Snow-Clearing Expense)	\$18,916.67
Orkin (Pest Control Expense)	\$86.25
Staples (Office Expense)	\$135.39
SNC Lavalin (Professional Fees Expense)	\$3,232.94
NF Power (Street Lighting & Hydro Expense)	<u>\$5,213.86</u>
TOTAL	\$53,995.69

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY DECEMBER 17, 2020

This meeting took place at the community centre and all Covid protocols were in place. (The meeting was open to the public)

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

ABSENT: David Green

#		ITEM
1		Mayor Lee brought the meeting to order at 6:31 pm.
2		Minutes of November 23, 2020 were tabled. Motion #351 Rick Raymond/Harry Chafe Proposed minutes of November 23, 2020 be approved. All in favor, motion carried.
	BUSINESS ARISING	
3		#5 We should have the town's new garbage truck by the end of the year.
4		#8 The judging for the Best Decorate House and the Best Decorated Stage/Boat Contest will take place on December 21. Councillor Chafe and Alicia Raymond will be doing the judging.
5		#14 The town did not receive a response back from the Harbour Authority regarding their request to have water supplied to 3 areas of the town.
	TONIGHT'S AGENDA	
6		Application to build a shed at 10-12 Church Lane (A2020-132). The Inspections and Development Committee have inspected the area and signed off on the application. The application meets the requirements for an accessory building in the Heritage Zone. Motion #352 Lynn Hearn/Kim Orren Proposed to approve the application to build a shed at 10-12 Church Lane, Petty Harbour (Application # A2020-132).
7		Application to demolish shed and to build a convenience store at 28 Main Road, Petty Harbour (A2020-133). There was some discussion on parking in the area. Council would like to have a parking plan and a floor plan before they move forward with putting this out to the public for comment.
8		Letter from resident of Shore Lane regarding the erosion of ditch in the area. The town's foreperson inspected the area and noted there is some eroding happening in the area but stated he does not see any issue for the town. Mayor Lee and Councillor Hearn both stated that it is the property owner's responsibility to stabilize her property. Mayor Lee added that it is not the town's responsibility to stop her property from eroding. Mayor Lee stated that if the owner wants to stop her property from falling in then it is her responsibility. All councillors agreed this issue is the property owner's responsibility. Staff will send the property owner a letter informing her of this.
9		Tax Sale – 115 -119 Long Run Road. Motion #353 Harry Chafe/Sam Stack Proposed to move forward with the tax sale for 115 -119 Long Run Road. All in favor, motion carried.
10		Repairs to home at 31 Main Road, Petty Harbour The town reviewed the before and after pictures of repairs that were made to 31 Main Road. It was noted that there is no power going to this property. Councillor Hearn noted that the structure is still an eyesore. It was note that the structure needs a coat of paint. Deputy Mayor Stack stated that the structure did need a coat of paint but there are other properties in the town that also need a coat paint. Councillor Chafe noted that the deck to the property is in disrepair and possibly a safety concern. Council agreed to send a letter to the owner stating that the structure needs further repairs and that he would have until the end of May to have these completed.

11		<p>Write offs 4 Main Road Lane in the amount of \$55.25 Motion #354 Rick Raymond/Harry Chafe Proposed to write of \$55.25 for 4 Main Road Lane. All in favor, motion carried.</p> <p>37 Skinner's Hill in the amount of \$2.25 Motion #355 Rick Raymond/Harry Chafe Proposed to write of \$2.25 for 37 Skinner's Hill. All in favor, motion carried.</p> <p>24 Skinner's Hill in the amount of \$37.30 Motion #356 Rick Raymond/Harry Chafe Proposed to write of \$37.30 for 24 Skinner's Hill. All in favor, motion carried.</p>
12		<p>Pipe Down NL – Request to sign resolution regarding concern over the growing problem of excessive loud vehicles throughout communities. Motion #357 Kim Orren/Sam Stack Proposed to sign resolution for Pipe Down NL regarding concern over the growing problem of excessive loud vehicles throughout communities. Mayor Lee, Deputy Mayor Stack and Kim Orren in favor. Councillor Hearn, Councillor Chafe and Councillor Raymond not in favor. Motion defeated.</p>
13		<p>Request for donation – Citizens Crime Prevention Association Motion #358 Harry Chafe/Rick Raymond Proposed not to donate to the Citizens Crime Prevention Association at this time. All in favor, motion carried.</p>
14		<p>Return to Work and Health & Safety Policy Motion #359 Sam Stack/Rick Raymond Proposed to approve the Return to Work and Health & Safety Policy. All in favor, motion carried.</p>
15		<p>The Foreperson's Report was tabled. Motion #360 Harry Chafe/Kim Orren Proposed to accept the Foreperson's Report. All in favor, motion carried.</p> <p>There was some discussion with regard to the town not having the proper size cut off saw when there is a break in the water main. Currently the town is borrowing one. Motion #361 Harry Chafe/Kim Orren Proposed to purchase a cut off saw in the amount of \$1,368.45. All in favor, motion carried.</p>
16		<p>The Cheque Log was tabled Motion #362 Lynn Hearn/Kim Orren Proposed the cheque log be accepted. All in favor, motion</p>
17		<p>Motion #363 Kim Orren/Harry Chafe Proposed expense claim for Stephanie Stack in the amount of \$60.00 be approved. All in favor, motion carried.</p> <p>Motion #364 Rick Raymond/Kim Orren Proposed expense claim with changes for meal per diem for Michael Hayes in the amount of \$40.04 be approved. All in favor, motion carried.</p> <p>Motion #365 Rick Raymond/Kim Orren Proposed expense claim with changes for meal per diem for Cyril Whitten in the amount of \$40.04 be approved. All in favor, motion carried.</p> <p>Motion #366 Rick Raymond/Lynn Hearn Proposed expense claim for Matthew Chafe in the amount of \$535.09 be approved. All in favor, motion carried.</p>
18		<p>Bills in the amount of \$53,995.69 were tabled. Mayor Lee noted and Council agreed that any financial request of council such as a Christmas thank you/bonus to staff must go to a council meeting and not be decided over email. Motion #367 Rick Raymond/Sam Stack Proposed to pay bills in the amount of \$53,995.69. All in favor, motion carried.</p>
	NEW BUSINESS	

19		A thank-you card from St. Kevin's for the 2020 Scholarships was tabled.
20		Councillor Hearn stated that she will email the CAO the minutes of Recreation's meeting.
21		Council wished one another and staff a Merry Christmas and a Happy New Year.
22		Deputy Mayor Stack stated that the town should contact the Department of Transportation and Infrastructure to inform them of the condition of Long Run Road.
23		Mayor Lee stated that during the last heavy rain falls he drove around the community and noticed there were some issues with drains/water run-off in the following areas: Cavell's Lane Cribbies Road Church Lane Staff will look into these issues. Mayor Lee noted that staff needs to be going around during these heavy rain fall events and rectifying any problems that can be fixed at that time.
24		Request for a Christmas gift/bonus for staff. Motion #368 Sam Stack/Rick Raymond Proposed to give staff a \$50 Christmas gift/bonus. All in favor, motion carried.
25		Safe Restart Funding Motion #369 Sam Stack/Rick Raymond Proposed to use a portion of this funding to cover the cost of the town's 10% for Capital Works Project Lift Station Retrofit Southside Road in the amount of \$12,880.00 and to cover the cost of the town's 10% for Capital Works Project Lift Station Retrofits Main Road, Petty Harbour in the amount of \$20,041.00. The town, in turn, would not have to get a loan for these projects. All in favor, motion carried.
26		Mayor Lee noted that the town should have Cribbies Park pegged. He noted that the town may be having work done in the near future and the town should know where the exact boundaries are. Motion #370 Sam Stack/Lynn Hearn Proposed to have Cribbies Park boundary pegged in the spring. All in favor, motion carried.
27		Mayor Lee noted that during the recent wind storm the area of road by the Fisherman's Center was submerged under sea water for a period of time during high tide. He stated that the town will need to look at having the road raised in the area as it a problem. It was suggested that the town could look at bringing this project forward at the next round of Capital Works Projects.
28		It was noted that the CAO and the Mayor met with ACOA to discuss the opportunity for future funding. It was decided that the town will present a proposal to ACOA to make one washroom of the Tourist Information Centre accessible to the public and to renovate the inside of the Tourist Information Centre. Staff will work on this proposal in the new year.
29		Request from Foreperson to have a grate installed to replace a manhole on Big Hill Road. Mayor Lee noted that he did not feel this was a good idea as more water will be entering our sewer system which in turn, will cause increases to our sewer flows which would be a problem for the town. It will also cause more slit to enter the sewer system. Staff will have to look at alternate ways to divert this water such as tapping it into the existing culvert.
30		Deputy Mayor Stack asked if staff have heard anything regarding the Capital Works Applications. It was noted that the town has not received any decision yet but have been talking to the Department of Environment, Climate Change and Municipalities and they are reviewing the application.
31		Motion #371 Rick Raymond/Kim Orren Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:06pm.

Sam Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____