

REGULAR MEETING
MONDAY DECEMBER 6, 2021
AGENDA

1. Minutes of November 22, 2021
2. Business Arising
3. Application to construct a wooden walkway at 33 Motion Bay Road (A2021-85)
4. Recreation - Rental Agreement & Waiver.
5. Letter from Senior's Exercise Class group to resume exercise classes at the Community Centre.
6. Request for donation from the Royal Canadian Legion.
7. Request for donation from the NL & Labrador Provincial Youth Forum for Girl Guides of Canada.
8. Request from the Development Corporation for a member of council to sit on the committee as a representative of the town.
9. Results from the Seniors' Survey
10. Results from the Recycling Survey
11. Staff Christmas Bonus
12. 2022 Budget
13. Foreperson's Report
14. Expense Claims
15. Bills
16. New Business
17. Adjourn

BILLS

Clarke's Excavating (Cribbies Park Expense)	\$42,786.74
Capital Precast (Road Maintenance Expense)	\$517.50
Bennett's Home Hardware (Office Expense & Truck Expense)	\$187.88
Cassie Rideout (Cleaning Expense)	\$190.00
CBCL (Professional Fees Expense)	\$370.30
Apex Construction (Road Maintenance Expense)	\$79.19
Cal LeGrow (Insurance Expense)	\$1,894.00
Bidgood's (Office Expense)	\$11.19
Kent (Office Expense)	\$171.32
NL Power (Street Lighting Expense)	\$2,522.02
North Atlantic Supplies (Employee Clothing Expense)	\$844.56
Tom Clarke (Employee Training Expense)	\$625.00
Orkin (Pest Control Expense)	\$60.38
Stewart McKelvey (Professional Fess Expense)	\$86.25
Staples (Office Expense)	\$107.11
Irving Oil Marketing (Gas Exp.)	\$1,667.80
Bell Mobility (Cell Phone Expense)	\$738.23
Impact Signs (Signage Expense)	<u>\$102.35</u>
TOTAL	\$52,961.82

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY DECEMBER 6, 2021

PRESENT: Ron Doyle, Rick Raymond, Agatha Stack-Balsom, Sherrylynn Rowe, Beatrice Burry, Ed Dyke and Stephanie Stack
ABSENT: Daphne Chafe

#		ITEM
1		Mayor Doyle brought the meeting to order at 6:40pm.
2		Minutes of November 22, 2021 were tabled. Motion #353 Rick Raymond/Ed Dyke Proposed to accept the minutes of November 22, 2021. All in favor, motion carried.
	BUSINESS ARISING	
3		#4 Capital Works Application – Motion Bay Road Extension The town has not heard anything back from the Department of Transportation and Infrastructure with regard to this.
	TONIGHT'S AGENDA	
4		Application to construct a walkway at 33 Motion Bay Road. This application has been inspected and signed off on by the Inspections and Development Committee and meets all the regulations in the residential Zone. Motion #354 Rick Raymond/Beatrice Burry Proposed to approve the application to construct a walkway at 33 Motion Bay Road. All in favor, motion carried.
5		Recreation's (Community Centre and Ballfield) Rental Agreement and Waiver were tabled. Motion #355 Ed Dyke/Agatha Stack-Balsom Proposed to accept recreation's rental agreement and waiver. All in favor, motion carried. Mayor Doyle also noted that recreation is now required to have a person on site during catering functions that has completed a food safety training course. If Recreation uses an outside catering company, then someone from that catering company would have to show proof that a person that will be on site has this safety training course completed. Recreation has been informed about this new food safety course.
6		Letter from senior's exercise class group to resume exercise classes at the community centre. It was noted that recreation has stated that they will be re-opening the centre in the new year. Councillor Dyke noted that the centre should have to be sanitized/cleaned after each use. Motion #356 Ed Dyke/Beatrice Burry Proposed to resume the senior's exercise classes in the new year and for the town to pay for sanitization/cleaning after each exercise class. All in favor, motion carried.
7		Request from donation from the Royal Canadian Legion. Motion #357 Rick Raymond/Ed Dyke Proposed to donate to the Royal Canadian Legion and place a 1/10 th of a page advertisement in the Veterans Service Recognition Book in the amount of \$230.00. All in favor, motion carried.
8		Request for donation from the Newfoundland and Labrador Provincial Youth Forum for the Girl Guides of Canada. Councillor Rowe noted that the town could reach out to residents to see if anyone is interested in donating to this cause. She also noted that the town could possibly purchase a gift card from a local business. Councillor Dyke stated that he would like to know if there are any residents in the town that would be participants of this forum. Motion #358 Rick Raymond/Agatha Stack-Balsom Proposed to purchase a \$50.00 gift card from Chafe's Landing as a donation. Deputy Mayor Raymond and Councillor Stack-Balsom rescinded Motion #358 to purchase a \$50.00 gift card from Chafe's Landing.

11	<p>Results from the Recycling Survey 52 completed questionnaires were returned to the town office.</p> <p>The results of the recycling questionnaire are as follows:</p> <p>Question: Does your residence currently recycle containers, bottles, and/or paper? Answers: Yes- 49 No- 3</p> <p>Question: If provided, would you use a curb-side recycling program? Answers: Yes-42 No- 9 No Answer- 1 Reasons provided for responding no: Donate to charity Get revenue for themselves Inconvenient for older adults</p> <p>If responded yes, would you be willing to pay extra for this service: Yes-19 No- 28 No Answer Given- 5</p> <p>Question: How often would your residence set out material for curb-side collection? Answers: Bi-Weekly- 26 Monthly- 16 Either Bi-Weekly or Monthly- 1 Once a Year-2 No Answer- 7</p> <p>Councillor Dyke noted that he has mixed feelings over the recycling program. He stated residents want it but do not want to pay any extra for this service. The CAO noted that the program may not cost any extra as the tipping fees for garbage should be reduced if residents use the recycling program. It may require more manpower hours but hopefully there would not be added costs. Councillor Rowe noted that the town could possibly save more if there is enough interested. Council will set up a committee to oversee the logistics of starting this program. Councillor Rowe, Councillor Dyke and Vonda Hayes will sit on this committee. They will meet in the new year and when everything is finalized bring back a recommendation to council.</p> <p>Mrs. Hayes noted that education will be a key piece with the recycling program. She noted that she is willing to apply for a grant to help educate residents of the recycling program. She noted that the grant also provides recycling containers. Mrs. Hayes stated that she felt that the town has a responsibility to move forward with sustainability. Mr. Jerry Hearn was also present in chambers and noted that when he was previously on council, he wanted to move forward with a recycling program but it was not passed. He noted that the town could save money on tipping few and it could be as much as 40%.</p>
12	<p>Staff Christmas Bonuses Motion #360 Ed Dyke/Agatha Stack-Balsom Proposed not to approve any Christmas bonuses this year. All in favor, motion carried.</p>
13	<p>2022 Budget The 2022 Budget was tabled. Below are the highlights from the 2022 Budget.</p> <p>The town is presenting a balanced budget for 2022 in the amount of \$1,092,456.27.</p> <p>Considering all aspects of the budget, the committee is recommending council keep the mil rate at 6.5 mils for 2022.</p> <p>Below are the recommendations/highlights of the committee for the 2022 budget:</p> <ul style="list-style-type: none"> - Mil rate for Residential Property Tax will stay at 6.5 mils - Mil rate for Commercial Property Tax will remain the same at 9 mils - Mile rate for Business Tax will remain the same at 10.5 mils <p>The committee is proposing an increase in the following rates: <u>Extra Garbage Fee</u> Appliances - \$50.00 Quarter load or less – from \$50.00 to \$75.00 Half a load - from \$25.00 plus tipping fees to \$100.00 plus tipping fee Full load from \$50.00 plus tipping fees to \$150.00 plus tipping</p>

(this takes into account manpower hours)

Water Connection Fee

From \$300.00 to \$500.00 (Working Hours)
Evenings or Weekends - \$700.00

Sewer Connection Fee

From \$0 to \$500 (There was never a line item on the Tax Schedule for this. The town should be charging for this. All other municipalities charge a fee for this.
Evenings or Weekends – \$700.00

Water & Sewer Connection Fee

From \$300 to \$800.00 (small discount for both connections)
Evenings or Weekends – \$1,200.00

Some other budget highlights

- There is roughly \$10,000 dollars allocated for municipal enforcement (summer season).
- Funds have been allocated for a festival in 2022 in the amount of \$5,000.00.
- Funds have been allocated for senior’s activities in the amount of \$5,000.00.
- Funds have been allocated for 2 summer students for the summer program in case recreation does not get enough jobs from the Canada Summer Jobs. \$2,500.00.
- There was a reduction in the sewer infrastructure expense from 2021 to 2022 as the new upgrades to the lift stations will be completed in early 2022.
- Once again, for recreation administration, there is a grant of \$4,000 if required by Recreation.
- Allocated approximately \$1,500.00 for extra cleaning at the Community Centre for town sponsored events.
- \$2,000 grant allocated for the museum if required.
- \$1,200.00 has been allocated for a sign entering the community with a list of businesses.
- There is money allocated for Canada Day and a volunteer night in the amount of \$6,000.00.
- Accounted for 12% increase in the hydro expense for 2022.
- We have \$50,000.00 allocated in the budget to have swales done in the community. We may not need to use all the funds that are allocated as we have applied for a Capital Works Project for this. The project may fall under the 90/10 cost share if approved under Federal ICIP funding or may fall under the 50/50 cost share if approved under the Municipal Capital Works Funding. If the project does not get approved under either of these funding programs, then the town may have to do some of these repairs with their own funds and that is why \$50,000.00 has been allocated.

Motion #361 Ed Dyke/Beatrice Burry

Proposed to approve the 2022 Budget as tabled in the amount of \$1,092,456.27. All in favor, motion carried.

The 2022 Tax Schedule was tabled

Motion #362 Agatha Stack-Balsom/Rick Raymond

Proposed to approve the 2022 Tax Schedule as tabled. All in favor, motion carried.

14

Foreperson’s Report was tabled

Motion #363 Rick Raymond/Ed Dyke

Proposed to accept the Foreperson’s Report. All in favor, motion carried.

15		<p>Expense Claims</p> <p>Expense claim for Stephanie Stack in the amount of \$40.00 was tabled. Motion #364 Rick Raymond/Beatrice Burry Proposed to approve the expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.</p> <p>Expense claim for Mandy Dinn in the amount of \$33.68 was tabled. Motion #365 Rick Raymond/Beatrice Burry Proposed to approve the expense claim for Mandy Dinn in the amount of \$33.68. All in favor, motion carried.</p> <p>Expense claim for Cyril Whitten in the amount of \$48.00 was tabled. Motion #366 Rick Raymond/Agatha Stack-Balsom Proposed to approve the expense claim for Cyril Whitten in the amount of \$48.00. All in favor, motion carried.</p> <p>Expense claim for Glen Whitten in the amount of \$48.00 was tabled. Motion #367 Rick Raymond/Ed Dyke Proposed to approve the expense claim for Glen Whitten in the amount of \$48.00. All in favor, motion carried.</p>
16		<p>Bills in the amount of \$52,961.82 were tabled. Motion #368 Ed Dyke/Beatrice Burry Proposed to pay bills in the amount of \$52,961.82. All in favor, motion carried.</p>
	NEW BUSINESS	
17		<p>Councillor Rowe noted that there is a pothole on the Main Road that needs to be repaired. Staff will contact the Department of Transportation and Infrastructure to have repaired.</p>
18		<p>Councillor Dyke noted that the star on the Christmas tree at the War Memorial needs to be fixed. Staff will look into this.</p>
19		<p>Motion #369 Rick Raymond/Ed Dyke Proposed to adopt the 2015 National Building Code of Canada and the 2015 Plumbing Code of Canada. All in favor, motion carried.</p>
20		<p>The Strategic Planning Session with Mary Bishop is scheduled for Thursday December 9 at 6:30pm.</p>
21		<p>Water line at 115A Main Road, Petty Harbour The home at 115A Main Road, Petty Harbour is in the process of being demolished. The curb stop for the water line to this home is currently a long distance into the property and under the current deck on the home. The correct location for this curb stop should be at the beginning of the property owner's boundary. As this is a very old line and consists of copper, it is recommended by staff that the town install a new water line and curb stop from the main to the beginning of the property owner's boundary. The property owner would then be responsible from the curb stop into his new home. Motion #370 Ed Dyke/Rick Raymond Proposed the town move the water line and the curb stop to the beginning of the property owner's boundary at 115A Main Road, Petty Harbour. All in favor, motion carried.</p>
22		<p>Motion #371 Rick Raymond/Ed Dyke Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:04pm.</p>

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____