

REGULAR MEETING
MONDAY DECEMBER 9, 2024
AGENDA

1. Minutes of November 18, 2024
2. Business Arising
3. Drainage issue 9 Long Run Road – Request to speak
4. Application to widen driveway, pave and install retaining wall at 114 Motion Bay Road (A2024-89)
5. Application to operate a tourist accommodation at 7 Long Run Road (A2024-90)
6. Adopt the 2020 National Building Code and the 2015 Plumbing Code of Canada
7. Letter from resident 42 Motion Bay Road Re: drain and retaining wall
8. Resolution to increase credit limit on CIBC Visa
9. Letter from resident 5 Long Run Road Re: Drain
10. Letter regarding water run off issue on Cribbies Road
11. Request for donation Royal Canadian Legion
12. Daily Foreperson's Log
13. Expense Claim
14. Bills
15. New Business
16. Adjourn

BILLS

December 9, 2024

Canoe (Office Expense)	\$312.99
BioMaxx (Sewer Monitoring Expense)	\$772.80
Bennett's Home Hardware (R & M Building)	\$216.22
Hi-Tech Communications (Office Expense)	\$91.98
Keith's Plumbing (R & M Building)	\$373.75
Orkin (Pest Control)	\$77.33
MFB Trucking (Water Infrastructure Exp and Road Maintenance)	\$966.00
Triware (Office Expense)	\$80.50
Stewart McKelvey (Professional Fees)	\$4,761.00
S & S Supply (Road Maintenance)	\$1,250.05
Impact Signs (Traffic/Signage Exp.)	\$250.59
Cassie Rideout (Office Cleaning)	\$200.00
C & A Landscaping (Parks and Playgrounds Exp)	\$1,052.25
T & D Enterprises (Snow Clearing)	\$26,583.33
MSS Contracting (R & M Building)	\$193.71
NF Power (Street Lighting)	\$2,559.35
Cabot Ford (Garbage Truck Exp)	\$59.54
Brenntag (Water Infrastructure Exp)	\$4,467.96
Bell Aliant (Telephone Exp.)	\$658.15
CIBC Visa	\$1,495.62
City of St. John's (Garbage Exp.)	\$2,387.17
Weir's Construction (Road Maintenance)	<u>\$714.84</u>
TOTAL	\$49,525.09

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY DECEMBER 9, 2024

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

ABSENT: Ron Doyle

		ITEM
1		Deputy Mayor Raymond brought the meeting to order at 6:30pm.
2		Minutes of November 18, 2024, were tabled. Motion #395 Irene Stack/Ed Dyke Proposed to accept minutes of November 18, 2024. All in favor. Motion carried.
	BUSINESS ARISING	
3		#5 CWP Motion Bay Road Extension Phase 1 - Weir's Construction should be back on-site this week to complete the project and address some deficiencies.
4		#6 CWP Motion Bay Road Extension Phase 2 – Waiting for the Department of Municipal & Provincial Affairs to approve the change order.
5		#11 The repairs to the plumbing at the community centre have been completed.
	TONIGHT'S AGENDA	
6		Drainage issues on 9 Long Run Road Dannielle Sullivan of 7 Long Run Road was present in chambers to speak. She noted she had some questions with regard to the culvert that runs from Weir's Lane. She noted that when it rains heavily it pushes silt and sediment down to her neighbour's culvert blocking it. She asked if council knew who owned the culvert. Acting Mayor Rick Raymond noted that the Inspections and Development Committee have inspected the areas a number of times. He noted that the culvert is on private property. Councillor Dyke noted that there has been a brook in this area for over 100 years. He said he believes the culvert was placed there by a previous property owner. Councillor Dyke also noted that some of the issues in the area is caused by the culvert under 9 Long Run Road being blocked. Councillor Dyke also noted that the rain over the last few months has been enormous. Ms. Sullivan noted that neighbours have told her that there have been drainage issues in the area for years. Councillor Dyke noted that council has to be careful with this issue as it is private land. Councillor Dyke informed Ms. Sullivan that he is willing to meet with her on Thursday on site to discuss the issue and review her concerns.
7		Application to widen driveway, pave and install retaining wall at 114 Motion Bay Road (A2024-89) (Ratify motion). Motion #396 Irene Stack/Ed Dyke Proposed to approve the application to widen driveway, pave and install retaining wall at 114 Motion Bay Road (A2024-89) with the condition that the applicant is responsible to ensure the curb stop is raised and accessible. All in favor, motion carried.
8		Application to operate a tourist accommodation at 7 Long Run Road (A2024-90) Councillor Stack noted that the application stated that this will be a part-time business, but they would have to be taxed as a full-time business like all other tourist accommodations. The CAO noted that tourist accommodations are taxed if they are advertised at the time of billing. Motion #397 Irene Stack/Ed Dyke Proposed to send out a notice to the public for comment. All in favor, motion carried.
9		Motion #398 Ed Dyke/Kayla Parsons Proposed to adopt the National Building Code, National Plumbing Code, National Energy Code and National Energy Code for Buildings and any supplements or amendments to these codes. All in favor, motion carried.

10		<p>Letter from resident of 42 Motion Bay Road Re: drain and retaining wall was tabled.</p> <p>Councillor Dyke noted that the Inspections and Development Committee inspected the area. There were bricks lodged in the drain. Council had a contractor move the bricks in the drain so that they were not blocking the culvert. Councillor Dyke noted that the Inspections and Development Committee felt that the drain in the area was working perfectly. Councillor Dyke noted that they took pictures of the retaining wall in the drain. He stated that the Inspections and Development Committee visited the site for a second time and noted that there was a mark on one of the bricks of the retaining wall that looked like something hit it which caused it to fall over. He stated the Inspections and Development Committee did not see any signs of erosion in the area. Councillor Dyke noted that there is still grass in the area where the blocks were moved as you can see from the pictures. Councillor Dyke also noted that they checked the drains in the area during heavy rainfall and the drains seem to be working fine. There was no build up of water in the drains. Councillor Dyke also noted that the drain is on town property. Pictures of the retaining wall were passed around for council's review.</p> <p>Motion #399 Irene Stack/Kayla Parsons Proposed to send a letter to the resident of 42 Motion Bay Road stating that at this time council has not detected any erosion. If the applicant has any further evidence of erosion he can bring forward to council. The letter must state that the resident must remove the retaining wall in the drain. The Inspections and Development Committee agreed to meet with the resident on Thursday if he wishes to go over the issue in the area. All in favor, motion carried.</p>
11		<p>Ratify motion to increase the CIBC Visa credit limited to \$5000.00. This request was to pay bills due to the Canada Post strike.</p> <p>Motion #400 Agatha Stack Balsom/Ed Dyke Proposed to increase the CIBC Visa credit limited to \$5000.00. All in favor, motion carried.</p>
12		<p>Email from resident regarding drain at 5 Long Run Road was tabled.</p> <p>Councillor Dyke noted that the Inspections and Development Committee inspected the area. He stated that this drain has been there for years, and that Long Run Road is owned by the province. He stated the property owner would have to contact the Department of Transportation and Infrastructure.</p> <p>Motion #401 Ed Dyke/Irene Stack Proposed to send a letter to the resident stating that Long Run Road is owned by the province and the property owner would have to contact the Department of Transportation and Infrastructure if there are issue with this drain. Town staff will also contact the Department of Transportation and Infrastructure to inform them about the residents' concerns. All in favor, motion carried.</p>
13		<p>A letter regarding water run off issue on Cribbies Road was tabled.</p> <p>Councillor Dyke noted that the Inspections and Development Committee inspected the area and have come up with a few suggestions for the area. He noted that the town allocated funds in the 2025 budget to complete some work in this area to help alleviate some of the drainage issues in the area.</p> <p>Motion #402 Ed Dyke/Irene Stack Proposed to send a letter back to the resident informing him that council allocated funds in the 2025 budget to complete some work in this area to help alleviate some of the drainage issues in the area. All in favor, motion carried.</p> <p>It was noted that there is a lot of sand after the last heavy rainfall on Cribbies Road that needs to be cleaned up. The CAO will inform staff of this.</p>
14		<p>Request for donation Royal Canadian Legion</p> <p>Motion #403 Kayla Parsons/Irene Stack Proposed to donate \$255.00 for the 1/10th of a page to the Royal Canadian Legion for the Veteran Service Recognition Booklet. All in favor, motion carried.</p>
15		<p>Daily Foreperson's Log</p> <p>Motion #404 Irene Stack/Kayla Parsons Proposed to approve the daily Foreperson's log. All in favor, motion carried.</p>
16		<p>Expense claim in the amount of \$40.00 for Stephanie Stack.</p> <p>Motion #405 Kayla Parsons/Agatha Stack-Balsom Proposed to approve expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.</p>
17		<p>Bills in the amount of \$49,525.09 were presented.</p> <p>Motion #406 Kayla Parsons/Irene Stack Proposed to pay bills in the amount of \$49,525.09. All in favor, motion carried.</p>

	NEW BUSINESS	
18		Councillor Balsom noted that he contacted the office last week regarding an excavator at 222-224 Main Road – Maddox Cove. He inquired if there was an excavation permit issued. Staff informed him there were no excavation permits issued. Councillor Balsom asked for staff to check into this. Councillor Balsom noted that he was told that the excavator was just moving a Sea Can. Councillor Balsom stated that there was a large area excavated, and a culvert installed. Councillor Dyke and Acting Mayor Raymond stated that they will inspect this on Thursday when completing inspections.
19		Councillor Balsom noted that staff are standing in the back of the truck when the truck is moving when salt and sanding. He stated that this is very dangerous and a safety concern for staff. He noted that maybe the town should get a salt and sand thrower attachment for the truck. Council asked for the CAO to speak to staff on this and to stop this practice.
20		Councillor Dyke noted that he attended the unveiling of the St. Joseph’s Storyboard last week. He stated there was great attendance and the committee did a great job on the storyboard and the reception afterwards. He stated this storyboard will be a great addition to the town. It highlights the importance of the history in our town.
21		Christmas Light Contest Council will host a Christmas Light Contest again this year. A prize for the best decorated house in Maddox Cove and the best decorated house in Petty Harbour. Staff will send out a notice by email to residents stating the date of the judging will be held on December 22, 2024. Councillor Stack and Councillor Parsons will judge the competition.
22		Councillor Stack stated that she would like to give a shout out to Recreation for the Christmas Tree Lighting. She also wanted to extend a thank you to staff for the work getting the area ready. Councillor Stack also noted that Recreation had their Senior’s Dinner and Dance that was open to the public. She wanted to extend a congratulations on a great job.
23		Councillor Stack asked for an update on the Transitional Authorization for the sewer outfalls. The CAO noted that Biomaxx had submitted the application for the town but there were some issues with the application. The CAO, a representative from Biomaxx and a representative from the Department of Environment and Climate Change Canada met to discuss the issues with regard to the application. There were some issues with repetitive data that was submitted over the years as the town was averaging flows before they had installed their own sewer flow meters. This was explained to the Department of Environment and Climate Change Canada. The Department of Environment and Climate Change Canada also suggested that the town consolidate their flow meters on the application to save with the cost of monitoring two overflows. It was noted that down the road if the town needs to change this back to two separate treatment plants they can do so at that time. Biomaxx will forward a new application to the Department of Environment and Climate Change Canada on behalf of the town.
24		Councillor Stack Balsom asked about office Christmas hours. The CAO noted that as per the Nape contract, the office is open half a day on Christmas Eve and half a day on New Year’s Eve. Garbage will not be affected but recycling for January 1 will move to January 2, 2025.
25		Mayor Doyle submitted a request for a leave of absence for a couple of months. Motion #407 Ed Dyke/Irene Stack Proposed to approve a leave of absence for Mayor Doyle until March 31, 2025. All in favor, motion carried.
26		Motion #408 Ed Dyke/Kayla Parsons Proposed the meeting schedule for the next meetings will be as follows: December 16, 2024 January 6, 2025 Meetings will then follow the two-week schedule after January 6, 2025. All in favor, motion carried.
27		Staff asked if council still wants to move forward with magnets for the garbage and recycling schedules. Staff indicated that the price of the magnets has increased substantially. Last year the magnets were \$942.00. This year the magnets are \$1,359.00. Council agreed to send a paper copy out to residents and post on the website.
28		Council discussed a new steel door and cage for the chalet at the Maddox Cove ballfield. Councillor Dyke stated that an out-swing door would be better than an in-

		swing door. Motion #409 Kayla Parsons/Irene Stack Proposed to purchase an out-swing door steel door and door box. All in favor, motion carried.
29		Acting Mayor Raymond asked if council would like to take staff out for a Christmas dinner this year or gift something to staff for Christmas. Councillor Dyke noted that it would be nice to go out and socialize with staff. Councillor Stack stated that maybe they could ask staff what they would rather. Councillor Stack Balsom stated that maybe a grocery gift card would be nice. Council asked the CAO to get a consensus from staff as to what they would rather.
30		Motion #410 Ed Dyke/Irene Stack Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:31 pm.

Rick Raymond, Acting Mayor _____

Stephanie Stack, Chief Administrative Officer _____