

REGULAR MEETING
MONDAY FEBRUARY 11, 2019

1. Minutes of January 28, 2019
2. Business Arising
3. Presentation to Jack Ershler – Re: Retirement
4. Application for liquor license for the Co-op/Mini Aquarium
5. Application to build a home at Civic Address 6 Motion Bay Road Extension
6. Financial Report from the Petty Harbour Heritage Museum
7. Expense claims – Stephanie Stack, Mandy Dinn, Sam Stack & Kim Orren
8. Parking Power House Lane – Business community contribution
9. Set up meeting time to review the Emergency Preparedness Plan
10. Bills
11. New Business
12. Adjourn

BILLS

Bidgood's (Retirement Gift Expense)	\$250.00
Bell Mobility (Cell Phone Expense)	\$130.53
Cassie Rideout (Cleaning Expense)	\$175.00
Capital Precast (Road Maintenance Expense)	\$230.00
Dallas Mercer Consulting (Training Expense)	\$316.25
EnviroMed (Water Expense)	\$1,995.83
EnviroSystems (Sewer Expense)	\$1,454.75
Irving Oil Marketing (Gas Expense)	\$1,014.35
John Layden Trucking (Road Maintenance Expense)	\$345.00
Kent (Warming Centre Expense & R & M Building)	\$545.59
McDonald's Home Hardware (Tourist Centre Expense)	\$103.91
North Atlantic Supplies (Employee Clothing Expense)	\$51.75
Northeast Avalon Joint Council (Membership Fees)	\$300.00
NF Power (Hydro& Street Lighting Expense)	\$6,242.20
Staples (Office Expense)	\$720.75
T & D Enterprises (Snow clearing)	\$16,042.50
Shaw Service Station (Garbage Truck Expense)	<u>\$1,034.37</u>
TOTAL	\$30,952.78

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY FEBRUARY 11, 2019

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

#		ITEM
1		Mayor Lee brought the meeting to order at 6:41pm.
2		Motion #32 Sam Stack/David Green Proposed to move agenda item #4 to agenda item #2. All in favor, motion carried
3		Minutes of January 28, 2019 were read. Motion #33 Rick Raymond/Harry Chafe Proposed minutes of January 28, 2019 be approved. All in favor, motion carried.
4		Application from the Co-op/Mini Aquarium for an approval for a liquor license. Representatives of the Co-op and the Mini Aquarium were present in chambers to answer any questions of council. Mayor Lee, Councillor Hearn and Councillor Chafe left chambers due to a conflict of interest at 6:46pm. Councillor Green noted that he would like to see parking permits issued to clients/participants during events. These parking permits will be placed in car windows and will also have a number for residents to call to notify the co-op/mini aquarium that cars are impeding traffic. Representatives of the Co-op and Mini Aquarium agreed that they would issue these parking permits. Councillor Orren noted that there was a function at the Co-op on Friday night and cars were parked on Southside Road. Reg Best noted that this will be looked after for any future events. Deputy Mayor Stack noted that all liquor must be consumed and sold inside the premises. Deputy Mayor Stack also requested that the town receive a letter from the Petty Harbour Harbour Authority stating that they will have designated parking spaces for the Co-op/Mini Aquarium as long as the carton loft is functioning as an events centre. Motion #34 Kimberly Orren/David Green Proposed to approve the application from the Co-op/Mini Aquarium for a recreational liquor license. With the condition that the Co-op/Mini Aquarium issue parking permits to clients/participants during events and they provide a letter from the Petty Harbour Harbour Authority stating that they will have designated parking spaces for the Co-op/Mini Aquarium as long as the carton loft is functioning as an events centre. All in favor, motion carried. Mayor Lee, Councillor Hearn and Councillor Chafe returned to chambers at 6:59pm.
	BUSINESS ARISING	
5		#6 The painting of the chalet is complete. The foreman will have the chalet at the Maddox Cove ballfield painted also.
6		#7 Retaining Wall – Motion Bay Road Extension. Deputy Mayor Stack noted that he felt that the cost from the engineer of \$580,000.00 was excessive. He noted that to install Recon Blocks to replace the retaining wall would be approximately \$40,000.00. Mayor Lee noted that the town would not be spending \$580,000.00 to have the wall replaced. The town would move the water line instead. The CAO noted that this is a major retaining wall and an engineer’s report would be something that the town should have with regard to removing and replacing the wall. Deputy Mayor Stack noted that the contractor would look after that. Deputy Mayor Stack stated that the town should get quotes from a couple of contractors to have the wall replaced. Mayor Lee noted that moving the water line may fix two problems. It will move the town’s water line away from the retaining wall along with widening the road in this area. There was some discussion with regard to the town’s easement on Motion Bay Road Extension. The CAO noted that during

		previous discussions with surveyor Don Nolan he noted that the easement for Motion Bay Road Extension was 60 ft. The CAO will investigate all the easements for all town roads before requesting any quotes to have the retaining wall removed.
7		#8 The electrical work for the warm room in the community centre is 90% complete. It should be completed in the coming weeks. Mayor Lee noted that the town should have an official opening for the warm room once everything is in place. Staff will add a note to the newsletter letting residents know about the warm room.
8		#9 Councillor Chafe noted that the flooring in the community centre that was damaged due to the leak has gotten worse. The CAO will contact the insurance company tomorrow.
9		#10 Retaining wall on Southside Road. The engineer reported that the town would have to measure the movement of the wall in order to determine the priority of replacing the wall. Mayor Lee noted that staff can measure the movement over the coming months. Mayor Lee also noted that the engineer was going to get back to the town with regard to accessibility for residents in the area if the retaining wall was replaced. Staff will check into this with the engineer.
10		#11 Grease catchers – The foreman is still checking into this and will get back to council.
11		#12 Town Plan/Regulations Amendments – The amendments to the Town Plan and Regulations have been registered with the Department of Municipal Affairs and Environment. This was advertised in the February 8 th edition of the telegram.
12		#14 Councillor Orren has arranged a meeting with non-profit groups to be held on February 25 th at 4:30pm.
13		#20 The Newfoundland Power Lease Agreement has been signed and the funding proposal for the parking area has been sent to ACOA and the Department of Tourism, Culture, Industry and Innovation.
14		#22 Ice fishing derby – Recreation will get back to Fishing for Success to see if this is something that can be arranged.
15		#23 The traffic mirror at the bottom of Skinner's Hill is missing. Staff will check to see if the mirrors are being stolen or if they are being blown off due to weather.
16		#27 Staff will have the main door and door box at the chlorine station replaced. Staff will install the door and door box.
17		#28 The town received one quote (materials only) to have the three lift stations within the town replaced at a cost of \$\$60, 561.61. The foreman is waiting on two other quotes for materials and also a cost for installation.
18		#29 A gas monitor has been purchased in the amount of \$1,995.00
19		#30 The Foreman is waiting on a quote for the electrical at the Chlorine Station.
20		#31 Staff will get a price on a leak detection system for the town.
	TONIGHT'S AGENDA	
21		Application to build a house at Civic # 6 Motion Bay Road Extension. Council has previously issued an approval in principle for this application. The owner provided a plot plan for council's review. Motion #35 Lynn Hearn/Harry Chafe Proposed to approve the application to build a house at Civic # 6 Motion Bay Road Extension. All in favor, motion carried.
22		The Petty Harbour Heritage Museum presented a financial report to council. Motion #36 Sam Stack/David Green Proposed to accept the financial report from the Petty Harbour Heritage Museum and to issue grant money in the amount \$2000.00. The town will also send a letter of thanks to the museum for all their work over the past year.
23		Expense claim for Stephanie Stack in the amount of \$68.73 was presented. Motion #37 Sam Stack/Rick Raymond Proposed to approve the expense claim for Stephanie Stack in the amount of \$68.73. All in favor, motion carried.
24		Expense claim for Mandy Dinn in the amount of \$20.00 was presented.

		<p>Motion #38 Sam Stack/Rick Raymond Proposed to approve the expense claim for Mandy Dinn in the amount of \$20.00. All in favor, motion carried.</p>
25		<p>Expense claim for Sam Stack in the amount of \$60.00 was presented. Motion #39 Rick Raymond/Kim Orren Deputy Mayor Stack abstained from voting. Proposed to approve the expense claim for Sam Stack in the amount of \$60.00. All in favor, motion carried.</p>
26		<p>Expense claim for Kimberly Orren in the amount of \$20.00 was presented. Councillor Orren abstained from voting. Motion #40 Sam Stack/Rick Raymond Proposed to approve the expense claim for Kimberly Orren in the amount of \$20.00. All in favor, motion carried.</p>
27		<p>Expense claim for Mayor Lee in the amount of \$20.00 was presented. Mayor Lee abstained from voting. Motion #41 Rick Raymond/Sam Stack Proposed to approve the expense claim for Mayor Lee in the amount of \$20.00. All in favor, motion carried.</p>
28		<p>Power House Road Parking Area – Business contribution. Mayor Lee noted that he would like to see the business community contribute some of the cost that the town will have to pay for the parking area on Power House Road. There was some discussion as to how the council will handle the fees/levis for different businesses (Tourist accommodation vs restaurant). Councillor Chafe stated that the town should close off the public parking area at the town deport area as there is only one business that is using the parking and they refuse to develop their own property for parking. Motion #42 Harry Chafe/Kim Orren Proposed to close off the public parking in the area of the town deport area. Councillor Orren noted that she has some concern over this approach because there is public parking that can be used by anyone. The CAO noted that closing this parking is a step backward considering the town is looking for funding to open another parking area in the town. Councillor Hearn stated that the town could send a letter to the business owner stating that the town could possibly close this parking if the business owner does not use his property for parking. Motion #43 Harry Chafe/Kim Orren Proposed to rescind Motion #42. All in favor motion carried. Mayor Lee noted that this would be a one-time fee to business owners not yearly. Councillor Chafe and the CAO noted that not all businesses require parking. Some businesses such as tourist accommodations have their own parking. Mayor Lee noted that the town should have a meeting with all businesses. Council will wait to see if they will receive funding from ACOA and the Department of Tourism, Culture, Industry and Innovation for the parking area and then schedule a meeting with businesses if successful in receiving funding.</p>
29		<p>Emergency Preparedness Plan Review – Staff will send council an electronic copy of the Emergency Preparedness Plan for their review. Council will set a time for a review meeting at the next public meeting.</p>
30		<p>Bills in the amount of \$30,952.78 were presented. Motion #44 Rick Raymond/Harry Chafe Proposed to pay bills in the amount of \$30,952.78. All in favor, motion carried.</p>
	NEW BUSINESS	
31		<p>Deputy Mayor Stack noted that there is a town sign across from Layden's garage that is tipped. Councillor Chafe also noted there was a sign on the stand that he picked up.</p>
32		<p>Staff will send a letter to St. Kevin's High School informing them of the bursaries for 2019.</p>
33		<p>Staff will add a note from the East Coast Trail with regard to guided tours to the newsletter. Fishing for Success also has guided tours. Councillor Orren will send along a note to staff for the newsletter also.</p>
34		<p>The drain at 41-49 Main Road, Maddox Cove is blocked due to excavation that occurred at this property. Staff will look into this.</p>

		Mayor Lee also noted that the guardrail in this area is in need of repair.
35		Councillor Green inquired as to what is happening with the property at 1 Long Run Road. Mayor Lee noted that the property was recently sold and the new owner plans to have the house torn down.
36		Councillor Hearn noted that recreation received a \$1,300.00 grant for Canada Day Celebrations.
37		Councillor Raymond noted that a guard rail should be placed in areas of Motion Bay Road Extension where the drop off is very steep. There was some discussion over signage in the area stating to "Enter at own Risk". Council noted they will look into this when upgrades are completed on the road.
38		Councillor Hearn noted that recreation was having trouble with the Wi-Fi password in the community centre. Staff will do some testing on the Wi-Fi.
39		Councillor Orren noted that there are "No Parking" signs placed on the town's fence at Bidgoods's Cove. Mayor Lee asked if this was causing an issue for the town. Councillor Orren noted that residents should not be permitted to place signage on town property and that it may cause an issue during maintenance of the fence. Staff will look into this to see if it is an issue.
40		Mr. Ron Doyle and Councillor Orren have been in talks to have the Tourist Information Centre opened in June and September. Motion #45 Sam Stack/Rick Raymond Proposed for Ron Doyle to organize a volunteer schedule to have the Tourist Information Centre opened in the months of June and September. All in favor, motion carried.
41		Councillor Orren informed council that The Watershed and Fishing for Success will be hosting a job fair for the Canada Summer jobs. Councillor Orren will get back to staff when the date is set for this job fair. Councillor Orren noted that Recreation and the Museum could send representatives to the job fair. Staff will place this in the newsletter.
42		Councillor Orren noted that there will be a Community Leadership workshop held in Petty Harbour from October 24 – 27 that will be dealing with Social Enterprise. The workshop will be delivered in partnership with Fishing for Success and Memorial University. This workshop is a follow up to the conference that was held October 2018 on Fogo Island.
43		Mayor Lee wanted to note that any emails that are sent or received from council with regard to council business should be kept confidential until they are tabled at a public meeting. He noted that emails should not be sent to any outside sources.
44		The CAO noted that the appeal for the proposal at 56-58 Main Road, Petty Harbour will take place on March 8 th , 2019 at 9:00am at Mt. Pearl City Hall. Council will have a brief meeting to go over the appeal in the week before the appeal. Mayor Lee, Deputy Mayor Stack and the CAO will be present for the appeal.
45		Outside staff have received training for the flowmeters. The CAO will have training later this week for the software aspect of the flowmeters.
46		The CAO tabled a project status report from the Foreman. Motion #46 Rick Raymond/David Green Proposed to purchase a PH monitor. All in favor, motion carried. Request from the foreman to purchase a new cell phone for the second labourer who is on call. Motion #47 David Green/Rick Raymond Proposed to purchase a new cell phone for the second labourer. Councillor Green, Councillor Chafe, Councillor Hearn, Councillor Raymond and Councillor Orren in favor, Mayor Lee and Deputy Mayor Stack not in favor. Motion carried.
47		Motion #48 Rick Raymond/Kim Orren Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:50pm.

Samuel Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____