

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY FEBRUARY 12, 2018

PRESENT: Sam Lee, Harry Chafe, Linda Hearn, Rick Raymond, David Green, Sam Stack and Mandy Dinn

ABSENT: Kimberly Orren

#	ITEM
1	Mayor Lee brought the meeting to order at 6:33 pm
2	<p>Motion # 34 Sam Stack/Rick Raymond Proposed to correct the wording of Motion #31 of the January 29, 2018 minutes to read <i>Proposed to cancel the current Christmas Bonus Policy. Further proposed to cancel all staff Christmas bonuses on a go forward basis, as well as discontinue the practice of staff and councilors going out to Christmas dinner.</i> All in favor, motion carried.</p> <p>Minutes of January 29, 2018 were read. Motion #35 Sam Stack/ Rick Raymond Proposed minutes of January 29, 2018 be approved with the changes as per Motion # 34 above. All in favor, motion carried.</p>
	BUSINESS ARISING
3	# 4 The pole lights have not been completed yet. Staff were given an expected date of completion of around the middle of February.
4	# 8 There was a great turnout for Colin Walsh's induction into the Petty Harbour Hall of Fame.
5	#28 Mayor Lee is waiting to hear back from Newfoundland Power regarding the proposed parking area.
	TONIGHT'S AGENDA
6	<p>#3 Application from Motion Bay Brewing Company to operate a brewing company in the Petty Harbour Co-op building at 35 Southside Road. Councilors Chafe, Hearn and Mayor Lee were in a conflict of interest and Councilor Orren was absent from the meeting. As there was no quorum, this item was deferred until the next meeting of Council.</p>
7	<p># 4 Application from owner of 56-58 Main Road, Petty Harbour to place a trailer on the property temporarily until his project is completed. Motion #36 Lynn Hearn/Rick Raymond Proposed to approve the application for the placement of a trailer on 56-58 Main Road, Petty Harbour on a temporary basis with the stipulation that Council can have the owner remove it at any time. All in favor, motion carried.</p> <p>Application from owner of 56-58 Main Road, Petty Harbour to construct a 5000 square foot building to house an adventure center, restaurant and craft shop. Motion # 37 Harry Chafe/Rick Raymond Proposed to defer application until the Supervisor of Operations can inspect the area, the building is pegged out on the land and professional drawings of the building are presented to council. All in favor, motion carried.</p>
8	<p>#5 Councilor Orren was not present at the meeting to present the overtime policy. Motion # 38 Rick Raymond/Lynn Hearn Proposed to defer the overtime policy until the next meeting of council as councilor orren was not present to present it. All in favor, motion carried.</p>
9	<p># 6 East Coast Trail Hike. Motion # 39 Harry Chafe/Lynn Hearn</p>

		Proposed to defer this item until the next meeting. All in favor, motion carried.
10		#7 A letter was presented from a resident concerned about the parking in front of the Town Office. Staff will send a letter to the resident suggesting that they park at the Tourist Information Centre when checking the mailboxes.
11		#8 A letter was presented from a property owner regarding an order that they received from the town in relation to a vehicle that was ordered to be either removed or repaired. The property owner stated that they did not own the vehicle and that they did not know who owned the vehicle. Motion #40 David Green/Rick Raymond Proposed to send a letter to the property owner telling them that the onus is on the property owner to have the vehicle either repaired or removed. All in favor, motion carried.
12		#9 Invoices were presented to council that request to have their taxes wrote off due to either being a not for profit organization, a fish plant, or undevelopable land. Not for Profit Organizations: Motion #41 Rick Raymond/David Green Proposed to write off taxes for The Nature Conservancy for six months until there is a policy in place for not for profit taxation. All in favor. Motion carried. Motion #42 Sam Stack/Rick Raymond Proposed to write off taxes for six months for Fishing for Success until there is a policy in place for not for profit taxation. Sam Lee, Sam Stack, Lynn Hearn, Rick Raymond, David Green in favor. Harry Chafe not in favor. Motion carried. The Mini-Aquarium write off will be deferred until the next meeting as there was not a quorum. Sam Lee, Lynn Hearn, Harry Chafe were in a conflict of Interest and Kimberly Orren was absent. Fish Plants: Motion #43 David Green/Rick Raymond Proposed to charge full year business taxes to Peerless Fish Company and to have business reassessed as they are processing fish in the plant facility. All in favor, motion carried. The Co-op write off will be deferred until the next meeting as there was not a quorum. Sam Lee, Lynn Hearn, Harry Chafe were in a conflict of Interest and Kimberly Orren was absent. Undevelopable Land: Motion #44 Harry Chafe/Sam Stack Proposed to write off taxes for 1-21 Hannaford's Lane as it is a wetland and cannot be developed and to write a letter to the owner requesting that they consider donating the land to the town to possibly become a part of the walking trail. All in favor, motion carried. Motion #45 Sam Stack/Rick Raymond Proposed to write off taxes for 78-86A Motion Bay Road as it is inaccessible and to write a letter to property owner requesting that they consider donating the land to the Town to possibly become a part of the walking trail. All in favor, motion carried. Motion #46 Sam Stack/David Green Proposed to Write off taxes for six months for 41-45 and 51-59 Motion Bay Road Extension as the land cannot be developed until the road is upgraded. All in favor, motion carried.
13		#10 The Gas Tax Secretariat notified staff that Council would have to cancel the current Gas Tax project that is in place in order to apply for Skinner's Hill Road and drainage upgrades. Staff was also notified that the Town can apply for \$87,650.57 instead of the \$75,000 as originally thought. Motion # 46 Sam Stack/Rick Raymond Proposed to cancel the Gas Tax Valve Upgrades Project. All in favor,

		<p>motion carried.</p> <p>Motion #47 Rick Raymond/Harry Chafe Proposed to increase the amount of the Skinner's Hill Gas Project to \$87,650.57. All in favor, motion carried.</p>
14		<p>#11 Council members will be meeting at the ballfield on Saturday morning, February 17, at 9am to do a site visit to determine the scope and details of the Green Team application.</p>
15		<p>#12 The Tax Receivable Summary and the Tax Recovery Plan were presented to Council.</p> <p>Motion # 48 Harry Chafe/Rick Raymond Proposed to accept the Tax Receivable Summary and the Tax Recovery Plan. All in favor. Motion carried.</p>
16		<p>#13 A request for donation from Alex Birmingham who will be travelling to Scotland with Alex Foley's Academy of Martial Arts.</p> <p>Motion #49 Harry Chafe/Lynn Hearn Proposed to donate \$100.00 to Alex Birmingham as per the Town's Donation Policy. All in favor. Motion carried.</p>
17		<p>#14 Council will review the Town Plan and will set a date for a meeting to discuss any changes that they would like made. Council will meet themselves before setting a meeting with the Town Planner.</p>
18		<p>#15 CAO's expense claim in the amount of \$28.56 was presented to Council.</p> <p>Motion #50 Sam Stack/Harry Chafe Proposed to accept CAO's expense claim. All in favor, motion carried.</p>
19		<p>Bills in the amount of \$32,517.31</p> <p>Motion #51 Harry Chafe/Rick Raymond Proposed to pay the bills in the amount of \$32,517.31 All in favor. Motion carried.</p>
20		<p>#16 CAO Phone Log was distributed to Council.</p>
	NEW BUSINESS	
21		<p>Sam Stack and Sam Lee gave an overview of the Meeting that Council had with the Minister of Municipal Affairs and his associates. Items that were discussed were the valves needing replacement and sewer extension in Maddox Cove. The process that the Town would have to go through to get the ability to issue summary offenses was also discussed. Council felt that the meeting went very well. Tax structures were also discussed.</p>
22		<p>Deputy Mayor Stack would like to have a follow up letter sent to St. Kevin's High regarding increasing the scholarships.</p>
23		<p>Councilor Hearn will forward along an invoice to the Town for half the cost of Colin Walsh's induction into the Petty Harbour Hall of Fame.</p>
24		<p>Mayor Lee gave an overview of the Town Hall Meeting that was held at the Community Centre on February 1st. There was a good turnout and Mayor Lee thanked Kimberly Orren and Vonda Warcham-Hayes for excellent presentations. The mayor has been working on some of the issues that were brought up at the meeting such as chlorine levels in the water.</p>
25		<p>Staff will contact the Department of Transportation and Works with regard to falling rocks on the Main Road between Billy Lee's and Irene Chafe's.</p>
26		<p>There was some discussion of blasted rock on Motion Bay Road Extension. Council will visit this area on Saturday to inspect. Staff and Council will look into how much of the Road is owned by the Town.</p>
27		<p>Motion #52 Harry Chafe/Rick Raymond Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:40pm.</p>

Samuel Lee, Mayor _____

Mandy Dinn, Administrative Assistant _____

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REGULAR MEETING
MONDAY FEBRUARY 12, 2018

1. Minutes of January 29, 2018
2. Business Arising
3. Application/Approval in Principle letter for Motion Bay Brewing Company
4. Application from Rick Stanley to construct a commercial building 50ft x 100ft at 56 Main Road, Petty Harbour
5. Application from Rick Stanley to place 20 x 8 foot trailer at 56 Main Road Petty Harbour
6. Overtime policy
7. East Coast Trail Hike – June 2, 2018
8. Letter from concerned resident with regard to parking in front of Town Office
9. Email from resident at 46-48 Main Road, Petty Harbour with regard to car wreck on property
10. Invoices – Write-offs
11. Gas Tax – Skinner’s Hill Project
12. Green Team Project
13. Tax Recovery Plan and Tax Receivable Summary
14. Request for donation from Alex Birmingham
15. Town Plan review
16. Expense claim – Stephanie Stack
17. Bills
18. CAO – Phone log
19. New Business
20. Adjourn

BILLS

Big Eric (Cleaning Supplies Expense)	\$27.16
NF Power (Hydro Expense)	\$3,558.55
T&D Enterprises (Snow Clearing & Truck Expense)	\$630.34
T&D Enterprises (Snow Clearing Expense)	\$14,438.25
City of St. John's (Garbage Expense)	\$2,011.11
Printer Tech Solutions (Office Supplies Expense)	\$89.70
Irving Oil Marketing (Gas Expense)	\$1,172.05
Bell Mobility (Cell Phone Expense)	\$84.52
Workplace, Health, Safety and Compensation Commission (Workers Comp Exp.)	\$5,951.63
Government of NL (Snow Clearing Expense)	<u>\$4,554.00</u>
TOTAL	\$32,517.31