

**REGULAR MEETING**  
**MONDAY FEBRUARY 12, 2024**  
**AGENDA**

1. Minutes of January 22, 2024
2. Business Arising
3. Application for an approval in principle to build an extension to apartment complex at 31 Motion Bay Road (A2024-001).
4. Town of Portugal Cove- St. Philip's - Proposed amendment to the St. John's Regional Plan.
5. Request from Harbour Authority to have connection fee waived for installation of water on north side waterfront.
6. Request for property tax write-off for 1-21A Hannaford's Lane.
7. Letter regarding private property on Weir's Lane being used for storing snow
8. Request for donation from St. Kevin's High School – 8<sup>th</sup> Annual Alumni Charity Classic
9. Request for donation St. Kevin's Parish for a storyboard for St. Joseph's Church
10. Amendment to Prime Consulting Agreement to increase engineering fees for CWP-Motion Bay Road Extension
11. Foreperson's Report
12. Expense Claims
13. Bills
14. New Business
15. Adjourn

## BILLS

February 12, 2024

Cassie Rideout (Office Expense)	\$200.00
City of St. John's (Fire Protection Expense)	\$13,336.77
Bennett's Home Hardware (Truck Expense)	\$71.23
Bell Aliant (Telephone Expense)	\$654.27
NF Power (Street Lighting Expense)	\$2,531.41
Metal Manufacturing (Truck & R&M Building Expense)	\$115.00
Modern Printing Group (Office Expense)	\$295.47
Orkin (Pest Control Expense)	\$71.60
T&D Enterprises (Snow Clearing Expense)	\$21,791.67
CIBC Visa (Postage, Office & Truck Exp)	\$1,890.75
Irving Oil Marketing (Gas Expense)	\$2,408.03
NF Power (Hydro Exp.)	\$3,498.91
Saltwire (Advertising Expense)	<u>\$317.40</u>
TOTAL	\$47,182.51

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY FEBRUARY 12, 2024**

**PRESENT: Ron Doyle, Rick Raymond, Ed Dyke, Irene Stack, Agatha Stack Balsom, David Balsom and Stephanie Stack**

**ABSENT: Beatrice Burry**

		<b>ITEM</b>
1		Mayor Doyle brought the meeting to order at 6:31pm.
2		Minutes of January 22, 2024, were tabled. <b>Motion #25 Agatha Stack Balsom/Rick Raymond</b> Proposed to accept minutes of January 22, 2024. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#4 Capital Works Project- Storm Runoff Remediation and Mitigation (Swales). Councillor Dyke asked when this will be going to tender. Staff will check into this and notify council.
4		#17 Councillor Dyke noted that he visited Shore Lane with regard to the ice build up in the area. He stated that he felt that the water was coming from the drain and not up through the road. Councillor Dyke, Deputy Mayor Raymond and the foreman will visit the area again on February 13, 2024.
	<b>TONIGHT'S AGENDA</b>	
5		Application (A2024-001) for an approval in principle to build an extension to the apartment complex at 31 Motion Bay Road. As an apartment complex is discretionary use in the residential zone, a notice was sent to the public for comment. The town received two letters of concern. These letters were tabled. Deputy Mayor Raymond stated that he had some concern over the height of the extension. He stated that the new extension will be three stories. Councillor Dyke and Councillor Stack had some concerns over parking. Councillor Stack stated that she would like to see how parking for the new extension will be configured. Councillor Stack also stated that she felt that a 4-unit extension would be more suitable for the area. <b>Motion #26 Ed Dyke/David Balsom</b> Proposed to defer application(A2024-001) for an approval in principle to build an extension to the apartment complex at 31 Motion Bay Road until the town receives a parking plan for the new extension. All in favor, motion carried.
6		The Town of Portugal Cove- St. Philip's - Proposed Amendment to the St. John's Regional was tabled. Council reviewed the amendment and have no comment.
7		Request from Harbour Authority to have connection fee waived for installation of water on north side waterfront. The water connection fee is \$500.00. Councillor Balsom asked why the town should be waving this cost when the Harbour Authority generates revenue charging people for launching their boats. Councillor Dyke stated that Petty Harbour-Maddox Cove pays the highest harbour fees in the province. He stated that taxpayers should not be paying for this cost. Councillor Dyke and Councillor Balsom noted that there are not a lot of residents that would use this service. They stated it is basically for people coming into the community to fish. Councillor Dyke and Councillor Stack asked if this water line should be metered when/if installed. Councillor Stack noted that the Harbour Authority would need to fill out an application for the proposed work. There was some discussion on what exactly the Harbour Authority was looking for the town to cover the cost of. In the letter it states, "We would ask council if they would consider waiving the fee connection to the main line and anything associated with the connection". Council wanted to know what "anything associated with the connection" means. Does this request include yearly water fees? <b>Motion #27 David Balsom/Agatha Stack Balsom</b> Proposed to defer this request until the town receives clarification on what the request entails. All in favor, motion carried.
8		Request for property tax write-off for 1-21A Hannaford's Lane. <b>Motion #28 Ed Dyke/Agatha Stack Balsom</b> Proposed to write off 2024 property taxes for 1-21A Hannaford's Lane. All in favor,

		motion carried.
9		Letter regarding private property on Weir's Lane being used for snow clearing. Councillor Stack asked what council had done in previous years in this area. It was noted that snow has been pushed onto this property in previous years as the area is very tight. Councillor Dyke asked if we don't push it there then where can we push it? He stated that if we accommodate this request then council may set a precedent for other property owners. Deputy Mayor Raymond and Councillor Stack asked if staff could speak to the contractor to see if there is any other way to snow clear Weir's Lane without placing snow on this property. Staff will speak to the contractor and report back to council.
10		Request for donation from St. Kevin's High School – 8 <sup>th</sup> Annual Alumni Charity Classic. Councillor Dyke noted that council has donated to this charity for the last two years. <b>Motion #29 Agatha Stack Balsom/Rick Raymond</b> Proposed to donate \$100.00 to St. Kevin's High School for the 8 <sup>th</sup> Annual Alumni Charity Classic. All in favor, motion carried.
11		Request for donation from St. Kevin's Parish for a storyboard for St. Joseph's Parish. Councillor Dyke asked where the storyboard would be placed. Mayor Doyle noted that they have not finalized the location yet, but it would possibly be in the community centre parking area or somewhere in close proximity of the church. Councillor Dyke stated that he felt that this was a great idea. He stated that this would capture some of the history of Petty Harbour-Maddox Cove. Mayor Doyle noted that the committee will be doing a number of fundraisers including a concert in March. Mayor Doyle also noted that the Museum Committee will also be donating to this project. The CAO noted that there are funds allocated in the budget for Cultural Programs/Services that the town could use for this purpose. <b>Motion #30 Agatha Stack Balsom/Rick Raymond</b> Proposed to donate \$1000.00 to St. Kevin's Parish for a storyboard for St. Joseph's Parish. All in favor, motion carried. Councillor Balsom also noted that the town would donate the use of the community centre for any fundraisers related to this project.
12		Amendment to Prime Consulting Agreement (PCA) to increase engineering fees for CWP-Motion Bay Road Extension. The town is still waiting to hear from the federal government to see if they will receive the extra funding for the retaining wall for the CWP-Motion Bay Road Extension. The CAO spoke with the engineer with the province and he indicated that if the town wanted to keep the project timelines on track that the town should consider approving an amendment to the Prime Consulting Agreement for the extra engineering cost from Dynamic Engineering. The amendment is for the design and overseeing of the retaining wall. This way the town can have the PCA approved and the design work started while the town is waiting to hear about the extra funding. The extra engineering cost is \$17,181.00. Councillor Stack asked if the town is not successful in acquiring the extra funds for the retaining wall will the town have to cover the extra \$17,181.00 in engineering costs. The CAO noted that the town would have to cover this cost but stated the scope of the overall project could be slightly reduced to cover this cost if the town does not receive the extra funding for the retaining wall in the phase of Motion Bay Road Watermain Protection project. <b>Motion #31 Irene Stack/Agatha Stack Balsom</b> Be it resolved that the Town of Petty Harbour-Maddox Cove approve Amendment #1 (Motion Bay Road Ext. Watermain Protection 17-GI-22-00095) to the Prime Consulting Agreement with Dynamic Engineering for the design work regarding the construction of a retaining wall in the amount of \$17,181.00. Also, the town is approving a 2-month extension to the schedule of timelines for this project. All in favor, motion carried.
13		Foreperson's Report <b>Motion #32 Ed Dyke/Irene Stack</b> Proposed to accept the foreperson's report. All in favor, motion carried.
14		Expense claim for Mandy Dinn in the amount of \$20.00. <b>Motion #33 Agatha Stack Balsom/Ed Dyke</b> Proposed to pay expense claim for Mandy Dinn in the amount of \$20.00. All in favor, motion carried.
15		Bills in the amount of \$47,182.51 were tabled. <b>Motion #34 Rick Raymond/Ed Dyke</b> Proposed to pay bills in the amount of \$47,182.51. All in favor, motion carried.

	<b>NEW BUSINESS</b>	
16		Councillor Stack requested to attend the MNL 2024 Avalon/Eastern Regional Meeting taking place in Clarenville on March 1\ and 3. Councillor Balsom and Councillor Stack Balsom also requested to attend these meetings. <b>Motion #35 Ed Dyke/Rick Raymond</b> All in favor, motion carried.
17		Councillor Dyke asked if there was an update on the chrome books for council. Staff will get an update price on the chrome books and report back to council.
18		It was noted that the appeal for 10D Main Road, Petty Harbour will be heard on March 27, 2024 at 9:00am.
19		<b>Motion #36 Rick Raymond/Ed Dyke</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:21 pm.

Ron Doyle, Mayor \_\_\_\_\_

Stephanie Stack, Chief Administrative Officer \_\_\_\_\_