

**REGULAR MEETING**  
**MONDAY FEBRUARY 26, 2024**  
**AGENDA**

1. Minutes of February 12, 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. Application to film in Petty Harbour-Maddox Cove from Hangashore Films Inc. (A2024-03)
5. Request from Harbour Authority to have connection fee waived for installation of water on north side waterfront.
6. Letter regarding private property on Weir's Lane being used for storing snow
7. GIS Mapping – survey mapping 2024
8. Request for donation U13F All NL & Labrador in Goulds on April 1-3, 2024
9. Application to excavate (test holes) at 9-11 Cribbies Road (A2024-04)
10. Capital Works Project – Storm Run-off Remediation and Mitigation Swales (17-GI-23-00093)
11. Foreperson's Report
12. Expense Claims
13. Bills
14. New Business
15. Adjourn

**BILLS**

**February 26, 2024**

Bell Aliant (Telephone Expense)	\$654.72
Bennett's Home Hardware (Cleaning & R&M Building Expense)	\$140.30
Canoe (Office Supplies Expense)	\$332.51
CIBC Mellon (Employee Pension Plan Expense)	\$1,227.02
Bell Mobility (Cell Phone Expense)	\$676.39
Brenntag (Water Expense)	\$2,158.52
City of St. John's (Garbage Expense)	\$2,136.76
Englobe (Professional Fees Expense)	\$5,341.75
Municipalities NL (Registration Fees)	\$450.00
Printer Tech (Office Expense)	\$112.70
The Business Post (Advertising Expense)	\$104.25
Triware (Office Expense)	\$80.50
Rogers (Office Expense)	\$91.92
Workplace NL (Worker's Compensation Expense)	\$5,949.52
Reprographics (Copier Expense)	<u>\$174.84</u>
	<b>\$19,631.70</b>

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY FEBRUARY 26, 2024**

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

		<b>ITEM</b>
1		Mayor Doyle brought the meeting to order at 6:31pm.
2		Minutes of February 12, 2024, were tabled. <b>Motion #37 Rick Raymond/Ed Dyke</b> Proposed to accept minutes of February 12, 2024. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#4 Councillor Dyke, Deputy Mayor Raymond and the town foreman visited Shore Lane with regard to the ice buildup in the area. Councillor Dyke noted that the water is overflowing the ditch and coming onto the road. The committee recommends that the ditch be cleaned out. The committee also noted that some fill will have to be placed on the road in the area.
4		#12 Capital Works Project - Motion Bay Road Ext. Watermain Protection 17-GI-22-00095) The town was informed that the project is on the list of projects that have been submitted to Infrastructure Canada for Approval. There is no confirmation of the additional funding at this point.
	<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. During the last meeting of council, council requested a parking plan for the application. A parking plan was submitted to council. Councillor Stack noted that she had some concerns over the parking plan and how the parking spaces extended out to Motion Bay Road. Councillor Dyke noted that the area is 40 ft long so this should not be a problem. Deputy Mayor Raymond stated the town should request the parking area to be plotted on a survey as there are some discrepancies with the measurements. Mayor Doyle asked council what their thoughts were on the height of the new extension. Deputy Mayor Raymond stated that it is a lot higher than the original apartments. He stated that the height of the extension would stick out in this residential area. Councillor Stack noted that she is open to an extension to the apartments but she would like to see the height in line with the current apartments.  <b>Motion #38 Ed Dyke/Irene Stack</b> Proposed to defer the application until the town receives a parking plan plotted on the survey. All in favor, motion carried.  Staff will also ask the applicant what the height of a 4-apartment complex would be and what the exterior of the entire apartment complex would look like.
6		Application to film in Petty Harbour-Maddox Cove from Hangashore Films Inc (A2024-03). Councillor Stack asked was the community centre being booked for 1 month for this film crew. The CAO noted that to her knowledge Recreation has the Community Centre booked out to Hagashore Films Inc. for a month. She stated that she believes that recreation is honoring any booking that they already have. <b>Motion #39 Ed Dyke/Beatrice Burry</b> Proposed to approve the application to film in Petty Harbour-Maddox Cove from Hangashore Films Inc (A2024-03). The applicant must give 24-hour notice of any traffic disruptions or lane closures. All in favor, motion carried.
7		Request from Harbour Authority to have any costs associated with installing a water line on the north side waterfront covered/waived by the town. Councillor Dyke stated that the town should not use taxpayer dollars for this. He stated that the Harbour Authority collects fees and all costs should be covered by the

		<p>Harbour Authority. Councillor Stack agreed with Councillor Dyke and stated that the Harbour Authority has different revenue streams that they can use for this construction. Councillor Balsom also agreed and stated that the Harbour Authority can look at the fees they charge to cover the costs of this construction.</p> <p><b>Motion #40 Ed Dyke/David Balsom</b>  Proposed not to approve the request for the town to cover the costs of a new water line and hook-up on the north side waterfront. It was also noted that if the Harbour Authority moves forward with this line, that it would have to be a metered line. All in favor, motion carried.</p>
8		<p>Letter regarding private property on Weir's Lane being used for storing snow for snow clearing. The town received legal advice on this matter. Councillor Stack noted that council reviewed the snow clearing contract and under Schedule A – Contract Specifications Section 5 there is a clause that states "Upon the Town's request, Contractor shall remove any excessive snow by truck at the Contractor's expense". Councillor Stack stated she would be in favor of informing the contractor that snow cannot be stockpiled in this area and to be cautious. If there is excessive snow then the contractor would have to remove the snow as per the snow clearing contact.</p> <p><b>Motion #41 Irene Stack/Ed Dyke</b>  Proposed to send a letter back to the property owner stating that the town will no longer store snow on the property. All in favor, motion carried.</p> <p>Staff will contact the contractor to inform him of this.</p>
9		<p>GIS Mapping – Request from the CAO to use the \$800.00 budgeted funds that were in the 2024 budget for GIS Mapping of surveys. Councillor Dyke noted that these surveys being mapped on our GIS are a great tool for the Inspections and Development Committee.</p> <p><b>Motion #42 Ed Dyke/Agatha Stack Balsom</b>  Proposed to approve to use \$800.00 for GIS survey mapping. All in favor, motion carried.</p>
10		<p>Request for donation U13F All NL &amp; Labrador in Goulds on April 1-3, 2024.</p> <p><b>Motion #43 Ed Dyke/Beatrice Burry</b>  Proposed to approve a ½ page add in the booklet in the amount of \$75.00. All in favor, motion carried.</p>
11		<p>Application to excavate for a test pit for an Environmental Site Assessment at 9-11 Cribbies Road (A2024-04). It was noted that there is no town infrastructure in this area.</p> <p><b>Motion #44 Ed Dyke/Dave Balsom</b>  Proposed to approve application to excavate for a test pit for an Environmental Site Assessment at 9-11 Cribbies Road (A2024-04). The test pit must stay within the boundaries of 9-11 Cribbies Road. All in favor, motion carried.</p>
12		<p>Capital Works Project – Storm Runoff Remediation and Mitigation (Swales) – Tender Results</p> <p>The town received 1 tender for the above noted project:  Mercer's Paving Inc. - \$63,469.65  The engineering costs for this project are \$29,355.06.  Total Cost of Project \$92,824.71</p> <p>The total funding for this project is \$89,125.62. This leaves a short fall of \$3,699.09. The town can look at reducing the scope of work for this project but the project has been reduced a number of times. The town could send a letter to the Director of Municipal Infrastructure with the Transportation and Infrastructure requesting the extra funding for this project.</p> <p><b>Motion #45 Ed Dyke/Agatha Stack Balsom</b>  Be it resolved that the town send a letter to Municipal Infrastructure Director requesting additional funding in the amount of \$3,699.09 for the Capital Works Project - Storm Run-off Remediation &amp; Mitigation (Project#17-GI-23-00093), due to the fact that the scope of work for this project has been reduced several times and cannot be reduced further. The town can cover the additional 10% cost share of this project.</p> <p>If the request for additional funding is not approved, then the town agrees to take responsibility for the overrun in the amount of \$3,699.09. All in favor, motion carried.</p>
13		<p>Foreperson's Report</p> <p><b>Motion #46 Agatha Stack Balsom/Irene Stack</b>  Proposed to accept the foreperson's report. All in favor, motion carried.</p>

14		Expense claim for Stephanie Stack in the amount of \$60.00 was tabled. <b>Motion #47 Agatha Stack Balsom/Irene Stack</b> Proposed to pay expense claim for Stephanie Stack in the amount of \$60.00. All in favor, motion carried.
15		Bills in the amount of \$19,631.70 were tabled. <b>Motion #48 Rick Raymond/Agatha Stack Balsom</b> Proposed to pay bills in the amount of \$19,631.70. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
16		Councillor Dyke stated that someone is pushing snow on the Maddox Cove look-out again. He stated that the barricades that are in the area have been destroyed. Councillor Dyke asked councillors to keep a look out for anyone pushing snow in this area.
17		Councillor Dyke asked if staff could send out an email notice asking residents if they can shovel out any hydrants that are close to their homes. He stated that the contractor will get to cleaning them out but roads are a priority.
18		Councillor Dyke noted that the PHMC Sports Hall of Fame Committee has met a couple of times. He stated that the committee has purchased letters for the banner above the Sports Hall of Fame trophy case and will need new lights installed in the trophy case. He informed council that they have selected a new inductee for the Sports Hall of Fame and there will be a small ceremony in the spring. Councillor Dyke tabled an expense claim for Sherry Maher for the letters for the Sports Hall of Fame trophy case in the amount of \$152.77. <b>Motion #49 Ed Dyke/Rick Raymond</b> Proposed to approve the expense claim for Sherry Maher in the amount of \$152.77. All in favor, motion carried.
19		Councillor Stack stated that she met with staff to go over the Chrome book/laptop for council. The CAO has been in contact with Triware Technologies to get a quote for the appropriate hardware (Chrome Book/Laptop) to ensure the hardware will meet councils needs.
20		Councillor Stack noted that the Development Corporation will be having their AGM in the near future. She stated they would have to wait until the film crew were no longer at the community centre. Staff will send out a notice to the public to inform them that the AGM will be coming up in the near future.
21		Councillor Stack Balsom noted that there are a couple of areas on the Main Road that had some ice buildup over the past little while. Councillor Dyke and Deputy Mayor Raymond noted that there has been a lot of rain that may be attributing to this.
22		Councillor Stack Balsom note that there will be Bingo at the community centre in aid of the St. Joseph's Storyboard on February 28, 2024. Mayor Doyle noted that there will also be a concert on March 22, 2024.
23		Councillor Balsom stated that he was contacted by a resident who stated that the emails and phone numbers for councillors were not on the town's website. The CAO noted that the email addresses were on the town's website but not the phone numbers as some councillors did not want their personal phone numbers on the website. Staff will post the telephone numbers on the website.
24		<b>Motion #50 Rick Raymond/Ed Dyke</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:17 pm.

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

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