

**REGULAR MEETING**  
**MONDAY FEBRUARY 6, 2023**  
**AGENDA**

1. Minutes of January 23, 2023
2. Minutes of January 25, 2023
3. Business Arising
4. Email from resident of 2 Main Road with regard to noise from Convenience Store. Request to speak
5. Letter from owner of 74A Old Maddox Cove Road regarding gifting property to the town.
6. Memo – Municipal Assessment Agency
7. Emergency Management – Climate Change Symposium
8. Appeal with the Eastern Regional Appeal Board – February 14, 2023
9. Draft Purchasing Policy
10. Application to excavate property at 103-105 Main Road, Petty Harbour
11. Application for an approval in principle to build a home 99-101 Main Road, Petty Harbour
12. Application to operate a Tourist Accommodation at 7 Hannaford's Lane
13. Application for a new water connection at 12 Cribbies Road
14. Review for approval - reoccurring monthly expense (telephone, internet and cell phones)
15. Foreperson's Report
16. Expense Claims
17. Bills
18. New Business
19. Adjourn

## BILLS

Canoe (Office Supplies Expense)	\$12.64
Cassie Rideout (Office Cleaning Expense)	\$200.00
Bell Aliant (Telephone Expense)	\$631.21
English's Paving (Road Maintenance Expense)	\$3,910.00
Emco (Road Maintenance & Water Infrastructure Expense)	\$3,461.27
John Layden Trucking (Road Maintenance & Water Infrastruc. Expense)	\$5,870.75
Kent (Tools Expense)	\$81.91
NF Power (Street Lighting Expense)	\$2,503.56
MFB Trucking (Road Maintenance & Water Infrastructure Expense)	\$2,590.38
Saltwire (Advertising Expense)	\$1,765.56
Rodco Mechanical (Sewer Infrastructure Expense)	\$29,325.00
CIBC Mellon (Employee Pension Plan Expense)	\$3,359.48
Martin's Fire Safety (Fire Protection Expense)	\$446.78
Orkin (Pest Control Expense)	\$66.30
Bennett's Home Hardware	\$80.47
Irving Oil Marketing (Gas Expense)	\$2,161.71
CIBC Visa (Postage, Clothing & Office Supplies Expense)	\$1,667.02
North Atlantic Supplies (Employee Clothing Expense)	<u>\$177.04</u>
TOTAL	\$58,311.08

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY FEBRUARY 6, 2023**

**PRESENT: Ron Doyle, Rick Raymond, Irene Stack, Agatha Stack-Balsom, Beatrice Burry, Melissa Pardy and Stephanie Stack**

**ABSENT: Ed Dyke**

#		ITEM	
1		Mayor Doyle brought the meeting to order at 6:28pm.	
2		Minutes of January 23, 2023 were tabled. <b>Motion #27 Rick Raymond/Agatha Stack Balsom</b> Proposed to accept minutes of January 23, 2023. All in favor, motion carried.	
	<b>BUSINESS ARISING</b> <b>January 23, 2023</b>		
3		#7 Mary Bishop is working on the Town Plan Amendments with regard to the Harbourfront Zone.	
4		#10 The fireworks for the 50 <sup>th</sup> Anniversary Celebrations will take place on February 17, 2023. The town will serve hot dogs, hot chocolate and cake at 8:00 pm and fireworks will go off at 9:00pm.	
5		#14 Staff spoke to the Department of Transportation and Works with regard to the open ditches at 115 Main Road, Petty Harbour. The Department stated that the ditches in this area were always open and the department was doing nothing further with these drains. The owner of 115 Main Road emailed the town to inform them he would like to put 2 box culverts in the driveway. The owner was informed that he would have to apply to the town for a permit and then get a permit from the Department of Transportation. Councillor Stack asked if staff could check to see if the current drains are the same as they were before the work the homeowner did was completed.	
6		Minutes of January 25, 2023 were tabled. <b>Motion #28 Melissa Pardy/Irene Stack</b> Proposed to accept minutes of January 25, 2023. All in favor, motion carried.	
	<b>BUSINESS ARISING</b> <b>January 25, 2023</b>		
7		#2 The purchase of the community centre parking lot is still on going. The town is waiting on the loan approval from CIBC.	
8		#3 Dynamic Engineering will send council a status report on the Capital Works Project - Motion Bay Road Extension.	
9		#4 The sale of the town's building lot at 66 Motion Bay Road Extension will be advertised on February 16, 2022.	
	<b>TONIGHT'S AGENDA</b>		
10		Email from resident of 2 Main Road with regard to noise from cooler at The Stand Convenience Store. Mr. Roger Birmingham was present in chambers to speak. Mr. Birmingham noted that the noise from the cooler unit is very annoying. He stated it cuts in every half hour. Mr. Birmingham suggested that the owner move the unit to the back of the building or in the basement or set a timer on it so that it doesn't cut in during the night. Mayor Doyle noted that the town could possibly test the decibels to see what the noise level is. It was noted that there is no noise by-law. A letter from the owners of The Stand General Store was tabled. Council will set up a meeting with the owners to discuss this issue to see if there is a way to resolve the problem.	
11		Letter from the owner of property at 74A Old Maddox Cove Road offering to gift land to the town. Councillor Pardy noted that the problem is residents are paying taxes for the rest of their lives on land that they cannot be used. Councillor Stack noted that it would be good if the town could utilize the property but the area that it	

		<p>is in is not of use to the town. It was noted that the owner of 74A should contact the owner of the property in front of this land to see if they are interested in the land.</p> <p><b>Motion #29 Agatha Stack Balsom/Beatrice Burry</b>  Proposed not to accept the gifted property at 74A Old Maddox Cove Road. Mayor Doyle, Deputy Mayor Raymond, Councillor Burry, Councillor Stack and Councillor Stack Balsom in favor. Councillor Pardy not in favor. Motion carried</p>
12		<p>A memo from the Municipal Assessment Agency was tabled. Mr. Troy Bragg has been temporarily assigned the Manger of Assessment Operations.</p>
13		<p>Climate Change Symposium. There will be a Climate Change Symposium that will take place later in February (Date TBD). The cost of the symposium is \$375.00 per participant. Councillor Stack Balsom is interested in attending.</p> <p><b>Motion #30 Rick Raymond/Irene Stack</b>  Proposed to send Councillor Stack Balsom to the Climate Change Symposium. All in favor, motion carried.</p>
14		<p>The appeal between the town and Fishing for Success will take place on Tuesday February 14, 2023 at 11:00am.</p>
15		<p>The draft Purchasing Policy (Policy #30) was tabled and reviewed.</p> <p><b>Motion #31 Melissa Pardy/Beatrice Burry</b>  Proposed to approve the draft Purchasing Policy (Policy #30) and to change the CAO Spending Limit Policy (Policy #4) to state that the spending limit will be \$5,000.00. All in favor, motion carried.</p>
16		<p>Application to excavate at 103-105 Main Road Petty Harbour. Drill test holes and removal of grass and soil as per Application #A2023-04. The Inspections and Development Committee inspected the area and noted that there are some wires in the area that the applicant should check with NF Power before the work commences.</p> <p><b>Motion #32 Melissa Pardy/Irene Stack</b>  Proposed to accept the application to excavate with the condition that the property owners receives written permission from NF Power to work in the area. All in favor, motion carried.</p>
17		<p>Application for an approval in principle to build a house at 99-101 Main Road, Petty Harbour (A2023-05). The lot size meets the requirements for the Residential Zone. The Inspections and Development Committee inspected the area. They noted that there are some wires in the area and the applicant will have to contact NF Power before any work commences on the property.</p> <p><b>Motion #33 Rick Raymond/Agatha Stack Balsom</b>  Proposed to approve the application in principle with the stipulations that any development meets all the requirements in the Residential Zone. The applicant would also have to acquire permits from the Department of Transportation (access permit and permit to work in right of way) and approval from NF Power to work in the area. All in favor, motion carried.</p>
18		<p>Application to operate a Tourist Accommodation at 7 Hannaford's Lane (A2023-01). A notice was sent out to the public for comment. One letter was received and tabled.</p> <p><b>Motion #34 Melissa Pardy/Agatha Stack Balsom</b>  Proposed to approve the application to operate a Tourist Accommodation at 7 Hannaford's Lane (A2023-01). It will be noted to the applicant that there is to be no parking on Hannaford's Lane as the street is very narrow. All parking must be in designated parking spaces. All in favor, motion carried.</p>
19		<p>Application for a new water connection at 12 Cribbies Road (A2023-03).</p> <p><b>Motion #35 Rick Raymond/Beatrice Burry</b>  Proposed to approve the application for a new water connection at 12 Cribbies Road (A2023-03). All in favor, motion carried.</p>
20		<p>Review for approval - reoccurring monthly expense (telephone, internet and cell phones).</p> <p><b>Motion #36 Melissa Pardy/Irene Stack</b>  Proposed to approve reoccurring monthly charges (Telephone – Bell Aliant, Internet – Rogers and Cell Phone – Bell Mobility). All in favor, motion carried.</p>
21		<p>Foreperson's Report was tabled.</p> <p><b>Motion #37 Agatha Stack Balsom /Melissa Pardy</b>  Proposed to approve the Foreperson's Report. All in favor, motion carried.</p>
22		<p>Expense Claim for Stephanie Stack in the amount of \$40.00 was tabled.</p> <p><b>Motion #38 Rick Raymond/Irene Stack</b>  Proposed to approve an expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.</p>

23		Bills in the amount of \$58,311.08 were tabled. <b>Motion #39 Melissa Pardy/Rick Raymond</b> Proposed to pay bills in the amount of \$58,311.08. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
24		Deputy Mayor Raymond noted that the drain on Cribbies Road (by 43 Cribbies Road) needs to be looked at in the Spring. Staff will look at this in the spring.
25		Green Team Project The application deadline for the Green Team Project is February 17, 2023. Council did discuss having a Green Team to do some beautification work at the ballfield and playground in Maddox Cove. It was noted that the splash pad project and the summer program will be ongoing in this area over the summer so it will be really busy in this area. Adding another project to this area would not be feasible. Council will look into Green Team Project later in the fall for next year.
26		The town has been having some issues with the lift station by the slipway on the Northside. There are two options that the town could move forward with. The first option is a partial overhaul that does not include replacing of the pipe. The second option is to do a complete overhaul which would include replacing the pipe. It was noted that the complete overhaul is very expensive and the town has not budgeted for this. The foreperson noted that the partial overhaul will work but he could not speculate how long the pipe will last. There were two quotes received. There were three companies contacted but only two provided a quote. The lift station needs to be repaired immediately; the town cannot wait for another company to quote. The quotes were as follows: <b>Rodco Mechanical</b> Partial overhaul - \$7,900.00 Complete overhaul - \$21,750.00  <b>Budgell's Equipment</b> Partial overhaul - \$10,633.00 Complete overhaul - \$27,462.00  <b>Motion #40 Rick Raymond/Melissa Pardy</b> Proposed to approve the quote for the partial overhaul from Rodco Mechanical in the amount of \$7,900.00. All in favor, motion carried.
27		<b>Motion #41 Rick Raymond/Irene Stack</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:40pm.

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

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