

REGULAR MEETING
MONDAY JANUARY 10, 2022
AGENDA

1. Minutes of December 20, 2021
2. Business Arising
3. Quote for 2021 Audit-MNP
4. Request from Owner of 51-53 Main Road Maddox Cove to have Town address water issue on property.
5. Canada Summer Jobs Application
6. Foreperson's Report
7. Expense Claims
8. Bills
9. New Business
10. Adjourn

BILLS

CIBC Visa (Snow Fence, Christmas Dinner & Truck Expense)	\$900.30
Bennett's Home Hardware (R&M Building & Truck Expense)	\$74.88
Cassie Rideout (Cleaning Expense)	\$190.00
CBCL (Professional Fees Expense)	\$517.50
Cal Legrow (Insurance Expense)	\$405.00
Bell Aliant (Telephone Expense)	\$590.78
Apex Construction (Snow Fence Expense)	\$214.82
Exco (Sewer Expense)	\$108.13
NL Power (Street Lighting Expense)	\$2,520.55
North Atlantic Supplies (Employee Clothing Expense)	\$172.50
Modern Printing Group (Office Expense)	\$346.73
Orkin (Pest Control Expense)	\$60.38
NL Power (Hydro Expense)	\$3,864.80
T&D Enterprises (Snow Clearing Expense)	\$18,916.67
Irving Oil Marketing (Gas Expense)	\$1,632.02
Royal Canadian Legion (War memorial Exp.)	\$238.44
City of St. John's (Garbage Exp.)	\$2,488.70
Bel Mobility (Cell Phone Exp.)	\$382.35
Municipal Assessment Agency (Assessment Fees Expense)	<u>\$3,893.50</u>
TOTAL	\$37,518.05

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY JANUARY 10, 2022

PRESENT: Ron Doyle, Rick Raymond, Agatha Stack-Balsom, Sherrylynn Rowe(virtually), Daphne Chafe, Ed Dyke and Stephanie Stack

ABSENT: Beatrice Burry

#		ITEM
1		Mayor Doyle brought the meeting to order at 6:43pm.
2		Minutes of December 20, 2021 were tabled. Motion #1 Rick Raymond/Agatha Stack-Balsom Proposed to accept the minutes of December 20, 2021. All in favor, motion carried.
	BUSINESS ARISING	
3	#5	The gift bags for the NL Provincial Youth Forum for Girl Guides were distributed. The NL Provincial Youth Forum for Girl Guides wanted to extend a thank you to council for the donation.
4	#13	Staff have investigated the issue with the culvert and washouts on Church Lane. Staff will keep a watch to the area when there is a significant rainfall event to see where the problem is. The foreman noted that the culvert in the area may be blocked.
5	#14	The town has not heard anything on the 2021-2022 Capital Works Project for Motion Bay Road Extension. Staff will follow up on this.
	TONIGHT'S AGENDA	
6		A quote in the amount of \$7,250.00 plus 5% administration fee and HST from MNP to conduct the 2021 regular audit and \$1250.00 plus 5% administration fee and HST for the Gas Tax audit was tabled. Councillor Dyke asked if this went out to tender. It was noted that it did not go out to tender. It was noted that it does not meet the threshold for the tender requirement. It was noted that the town will get three quotes for the auditing services for next years audit. Motion #2 Ed Dyke/Rick Raymond Proposed to accept the quote in the amount of \$7,250.00 plus 5% administration fee and HST from MNP to conduct the 2021 regular audit and \$1250.00 plus 5% administration fee and HST for the Gas Tax audit. All in favor, motion carried.
7		An email from the property owner at 51-53 Main Road Maddox Cove was tabled. The property owner asked when council will be addressing the water that is coming down from Motion Bay Road Extension onto his property. Councillor Stack-Balsom noted that there was never an issue with water coming across the road from this property until recently and stated it needed to be addressed. Councillor Stack-Balsom noted that the property owner needs to put drainage on his property to stop the water coming across the road. Councillor Dyke noted that it should be done at the property owner's expense. Mayor Doyle noted that the town is working on getting funding to address drainage on Motion Bay Road Extension but noted that as per the approval letter that was sent to the property owner it is the property owners' responsibility to addresses any drainage issues that he may have. Councillor Rowe noted that the email that was sent to the town from the property owner is not clear. Councillor Rowe stated that the property owner may only be asking when the drainage issue on Motion Bay Road will be addressed. Councillor Rowe then asked if there is anyone that may be in a conflict of interest. Mayor Doyle noted that the property owners' partner is his sister-in-law. All of council voted that Mayor Doyle is in a conflict of interest. Mayor Doyle left chambers at 6:59pm. Motion #3 Agatha Stack-Balsom/Ed Dyke Proposed to send a letter to the property owner stating that the town is waiting to hear back from the provincial government with regard to funding for drainage on Motion Bay Road Extension. It will also be noted in the letter that if the property owner is experiencing water issues on his property that it is his responsibility to address this issue as this is outlined in the property owner's approval letter. It will

		also be noted that the property owner will have to deal with the water issue coming across the main road. All in favor, motion carried. Mayor Doyle returned to chambers at 7:03pm.
8		Canada Summer Jobs – Parking Attendants Councillor Rowe asked if anyone has done an analysis of the parking area to see if it is generating revenue or costing the town money. The CAO noted that in 2021 the town cleared approximately \$1,500.00 after the summer students were paid (the town has to cover 50% of the cost for the Canada Summer Jobs). It was noted that the town only received two Canada Summer Jobs Parking Attendant jobs in 2021. Motion #4 Rick Raymond/Daphne Chafe Proposed to apply for three Canada Summer Jobs Parking Attendant jobs for 2022. All in favor, motion carried.
9		Foreperson's Report was tabled Look-out on Main Road Maddox Cove - Councillor Dyke noted that there is debris in the fill that is at the look-out to be dumped. It was noted that this has to be removed before it is dumped. Councillor Rowe asked if council had a masterplan for the look-out area. Councillor Rowe also asked how much longer council will be dumping as the area is regularly unsightly due to fill being dumped and pushed off. Councillor Rowe asked if council was happy with the current size of the area or if it needed to be larger. Council agreed that the current size was adequate. The CAO noted that there was no master plan as such, but this council can make that decision now. Mayor Doyle noted that there needs to be a plan. There was some discussion with regard to discontinuing dumping fill in the area and beautifying the property. Motion #5 Ed Dyke/Rick Raymond Proposed to stop dumping fill in this area and to develop a beatification plan for the area. All in favor, motion carried. Strainers at Pressure Reducing Station – The Foreperson reported that they discovered that there were two small strainers that were missing at the PRV Station. They were missing since the initial commissioning of the station. The Foreperson noted that this is not a cause for concern. These strainers have been ordered and will be replaced in the near future. Councillor Rowe asked if this would be the cause of the discoloration of the water. The CAO noted that these strainers are more for silt or small sand particles in the water and would not affect the coloration of the water. Motion #6 Rick Raymond/Ed Dyke Proposed to accept the Foreperson's Report. All in favor, motion carried.
10		Expense Claim Motion #7 Rick Raymond/Ed Dyke Proposed to approve the expense claim for Mandy Dinn in the amount of \$52.55. All in favor, motion carried. Motion #8 Rick Raymond/Ed Dyke Proposed to approve the expense claim for Stephanie Stack in the amount of \$43.00. All in favor, motion carried.
11		Bills in the amount of \$37,518.05 were tabled. Motion #9 Ed Dyke/Rick Raymond Proposed to pay bills in the amount of \$37,518.05 . All in favor, motion carried.
	NEW BUSINESS	
12		Councillor Dyke asked if staff can contact the Department of Transportation and Infrastructure to request that the pavement in the vicinity of 97 Main Road be cut out and replaced in the spring.
13		Councillor Raymond noted that Cribbies Park looks really good. He stated that all councillors should visit the area to see the progress.
14		Recycling Program Committee – The committee will set up a time to meet to discuss this program. Councillor Rowe will forward her availability to the CAO to set up the meeting.
15		Councillor Chafe noted that she would be willing to take seniors to Bidgood's on a monthly basis on the bus if she can get it approved by the bus company. It was noted that due to the Covid-19 outbreak at the time, council should hold off on this and revisit in the future.

16		The town received a request from a fisherman to attach a tarp to the post at Bidgood's Cove. Council agreed that the fisherman could attached the tarp to the post but the fisherman would have to sign a document stating that if there are any damages to the posts that he would be responsible.
17		The town received a request for the town to possibly amend the zoning on Southside Road from Rural to Heritage. As of now the town does not have any informing as to what this person will be applying for. The parcel of land is very small and there may be an issue with development of the area. Councillor Dyke noted that without an application the request is too vague. The town will request this person fill out an application for the town to review. The town may then get the town planner to review the application for recommendations.
18		Motion #10 Rick Raymond/Ed Dyke Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:35pm.

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____