

REGULAR MEETING
MONDAY JANUARY 20, 2025
AGENDA

1. Minutes of January 6, 2025
2. Business Arising
3. Application to operate a microbrewery at 11 Cribbies Road (A2025-01)
4. Application to excavate to support deck at 16 Big Hill Road, Petty Harbour (A2025-05)
5. Application to relocate door and stairs at 13 Main Road, Petty Harbour (A2025-03)
6. Application for Approval in Principle to build house at 158 Main Road, Maddox Cove (A2025-07)
7. Application for Approval in Principle to build house at 162 Main Road, Maddox Cove (A2025-08)
8. Request to have Food Truck Catering at private event
9. Quote to clean out culvert at Old Maddox Cove Road and Maddox Cove Beach
10. Culvert- Old Maddox Cove Road and Maddox Cove beach (further action)
11. Sink hole at depot- 15 Main Road, Petty Harbour
12. Abandoned car wreck near Beer Pond
13. Appoint Assessment Review Commissioner 2025
14. Storage Container for Depot
15. Fireworks
16. Chromebooks for Councillors
17. CAO Resignation
18. Daily Foreperson's Log
19. Expense Claim
20. Bills
21. New Business
22. Adjourn

BILLS
January 20, 2025

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| Eastern Safety Services (Employee Training Expense) | \$227.70 |
| Bidgood's (Office Expense) | \$12.19 |
| City of St. John's (Garbage Expense) | \$2,388.47 |
| Bell Mobility (Cell Phone Expense) | \$552.73 |
| City Tire (Garbage Truck Expense) | \$1,676.24 |
| Bell Aliant (Telephone Expense) | \$678.23 |
| Hotwater Systems (R&M Building Expense) | \$232.88 |
| Municipal Assessment Agency (Assessment Fees Expense) | \$3,926.00 |
| Municipalities NL (Membership Fees Expense) | \$1,827.16 |
| NF Power (Hydro Expense) | \$3,417.06 |
| Stewart McKelvey (Professional Fees Expense) | \$581.90 |
| Rogers (Office Expense) | \$229.96 |
| The Royal Canadian Legion (Advertising Expense) | \$255.00 |
| T&D Enterprises (Snow Clearing Expense) | <u>\$26,583.33</u> |
| Total | \$42,588.85 |

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY JANUARY 20, 2025

PRESENT: Rick Raymond, Ed Dyke, Irene Stack, Agatha Stack Balsom, David Balsom, Kayla Parsons and Stephanie Stack

ABSENT: Ron Doyle

| | | ITEM |
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| 1 | | Acting Mayor Raymond brought the meeting to order at 6:30pm. |
| 2 | | Minutes of January 6, 2025, were tabled. Motion #10 Irene Stack/Ed Dyke Proposed to accept minutes of January 6, 2025. All in favor. Motion carried. |
| | BUSINESS ARISING | |
| 3 | | #5 Staff have not removed the portion of the retaining wall from the drain at 42 Motion Bay Road. The CAO will check with staff on this. |
| 4 | | #15 Councillor Stack Balsom asked for an update on Phase 11 of Motion Bay Road Extension. Councillor Balsom asked if the final inspection was completed for Phase 1. The CAO will check into this. |
| 5 | | Mandy Dinn spoke to Loyola O’Driscoll and he advise her to send an email to Paul Baldwin with Service NL regarding the burned out/abandoned vehicle near Beer Pond. |
| | TONIGHT’S AGENDA | |
| 6 | | Application (A2025-01) to operate a micro-brewery at 11 Cribbies Road. Councillor Dyke noted that the Inspections and Development Committee inspected the parking area and there are some options for the parking. Motion #11 Ed Dyke/Dave Balsom Proposed to defer the application until the applicant submits a new parking plan. Council will send the applicant a list of conditions for the applicant to consider when submitting the parking plan. All in favor, motion carried. |
| 7 | | Application to excavate to support deck at 16 Big Hill Road, Petty Harbour (A2025-05). Councillor Dyke noted that the Inspections and Development Committee inspected the area and did not see any issues with the application. Motion #12 Ed Dyke/Agatha Stack Balsom Proposed to approve the application to excavate to support deck at 16 Big Hill Road, Petty Harbour (A2025-05) with the stipulations that the excavation stay within the applicant’s boundary and does not interfere with Big Hill Road or the right of way. All in favor, motion carried. |
| 8 | | Application to relocate door and stairs at 13 Main Road, Petty Harbour (A2025-03). Councillor Dyke noted that the Inspections and Development Committee inspected the area and did not see any issues with the application. Councillor Dyke noted that the applicant is basically only changing the entrance. Motion #13 Ed Dyke/Agatha Stack Balsom Proposed to approve the application to relocate door and stairs at 13 Main Road, Petty Harbour (A2025-03). All in favor, motion carried. |
| 9 | | Application for Approval in Principle to build house at 158 Main Road, Maddox Cove (A2025-07). Councillor Dyke noted that the Inspections and Development Committee inspected the area. The application meets the requirements for the Residential Zone. Motion #14 Ed Dyke/Agatha Stack Balsom Proposed to approve the application in principle with the conditions that the new build meets all the requirements in the Residential Zone and the applicant gets approval from the Department of Transportation and Infrastructure. All in favor, motion carried. |

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| 10 | <p>Application for Approval in Principle to build house at 162 Main Road, Maddox Cove (A2025-08).</p> <p>Councillor Dyke noted that the Inspections and Development Committee inspected the area. The application meets the requirements for the Residential Zone.</p> <p>Motion #15 Ed Dyke/Kayla Parsons</p> <p>Proposed to approve the application in principle with the conditions that the new build meets all the requirements in the Residential Zone and the applicant gets approval from the Department of Transportation and Infrastructure. All in favor, motion carried.</p> |
| 11 | <p>Request to have Food Truck Catering at private event at the Fishermen's Centre.</p> <p>Motion #16 Ed Dyke/Kayla Parsons</p> <p>Proposed to approve the request to Food Truck Catering at private event at the Fishermen's Centre with the condition that the Food truck not sell to the public. All in favor, motion carried.</p> |
| 12 | <p>A quote from MFB Trucking to clean out culvert at Old Maddox Cove Road and Maddox Cove beach was tabled in the amount of \$575.00.</p> <p>Motion #16 Ed Dyke/Dave Balsom</p> <p>Proposed to approve the quote in the amount of \$575 from MFB Trucking to clean out culvert at Old Maddox Cove Road and Maddox Cove beach. All in favor, motion carried.</p> |
| 13 | <p>Culvert - Old Maddox Cove Road and Maddox Cove beach (further action)</p> <p>Councillor Dyke noted that he visited the area. The rocks that had been pushed up into the culvert during the storm have not been completed done as the rocks were pushed back in the culvert a far distance. Councillor Dyke noted that the culvert is running fine, but council will need to look at this again in the spring and possibly get a small excavator to complete the work.</p> |
| 14 | <p>Sink hole at the Town Depot - 15 Main Road, Petty Harbour</p> <p>Staff filled in the sink hole last week with rock but the sink hole reappeared today. Acting Mayor Raymond noted that staff needs to continue to fill in the sink hole with rock. Councillor Stack Balsom stated that council needs to find out what is causing the sink hole. Staff will monitor this issue and place blasted rock in the sink hole.</p> |
| 15 | <p>Abandoned car wreck near Beer Pond</p> <p>Councillor Stack asked if the town could get a quote on having the vehicle removed. Councillor Balsom noted that there may be some liability concerns as it is not within the town's boundary. Council will wait until they hear back from Service NL on this.</p> |
| 16 | <p>Appoint an Assessment Review Commissioner for 2025</p> <p>Motion #17 Kayla Parsons/Agatha Stack Balsom</p> <p>Proposed to appoint Mitch Moran as the town's Assessment Review Commissioner for 2025. All in favor, motion carried.</p> |
| 17 | <p>Storage Container for Town Depot</p> <p>Acting Mayor Raymond noted that the town should have a storage container for staff to store equipment. Councillor Balsom stated that he called SME for pricing on Sea Can containers. A 20' container is approximately \$7,500.00 plus tax and the town would be responsible for delivery (Tech Lift can do for approximately \$600-\$700). A 40' would be approximately \$8,500.00 plus tax and the town would be responsible for delivery (Tech Lift can do for approximately \$600-\$700). Akita has containers but cannot guarantee that they are airtight. Council felt Akita would not be a good option as it may not be airtight. The foreman will check to see if he can get more prices on these Sea Can containers for the next meeting (possibly S & S Supply).</p> |
| 18 | <p>Fireworks</p> <p>Councillor Stack Balsom noted that she had some concerns over fireworks. She stated she asked Mandy to get by-laws for other municipalities. Acting Mayor Raymond noted that the town should not create a by-law that they cannot enforce. He stated that enforcement would be an issue with a fireworks by-law. Councillor Stack noted that she felt that the fireworks were not a major issue and usually only happens on a few holidays. She stated that some residents are giving the community notice when that are putting off fireworks. She also noted that council has been sending out a notice of when residents should put off fireworks. It was noted that council should continue to send out these notices.</p> |
| 19 | <p>Chrome books for council</p> <p>Councillor Stack stated that she acquired quotes for the Chrome Books that are in line with what was budgeted in the 2025 budget. She also noted that the yearly cost may be reduced as council would not need to pay the \$10-\$12 per councillor email per year as council could set up free email accounts. Councillor Stack recommended that if the Chrome Books go on sale they should be purchased.</p> |

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| 20 | | Council noted that the CAO Stephanie Stack submitted her resignation letter to the town. She will be resigning effective January 31, 2025. Council thanked Stephanie for you dedication to the Town and her 12 years of service. |
| 21 | | Foreman's Log Motion #18 Irene Stack/Agatha Stack Balsom Councillor Stack noted that council asked for a more detailed foreman's report. She noted that the template may need to be changed. Proposed to accept the foreperson's log. All in favor. Motion carried. |
| 22 | | Expense claim in the amount of \$20.00 for Mandy Dinn. Motion #19 Agatha Stack Balsom/Kayla Parsons Proposed to approve expense claim for Mandy Dinn in the amount of \$20.00. All in favor. Motion carried. |
| 23 | | Bills in the amount of \$42,588.85 were presented. Motion #20 Agatha Stack-Balsom/Irene Stack Proposed to pay bills in the amount of \$42,588.85. All in favor. Motion carried. |
| | NEW BUSINESS | |
| 24 | | Councillor Dyke wanted to personally thank Stephanie Stack for all her help over the past 3 ½ years that he has been on council. He wished her and her family all the best. |
| 25 | | Motion #21 Ed Dyke/Agatha Stack Balsom Proposed meeting be adjourned. All in favor. Motion carried. Meeting adjourned at 7:03 pm. |

Rick Raymond, Acting Mayor _____

Stephanie Stack, Chief Administrative Officer _____