

REGULAR MEETING
MONDAY JANUARY 28, 2019

1. Minutes of January 14, 2019
2. Application for liquor license for the Co-op/Mini Aquarium
3. Request from T & D Enterprises to speak with council regarding snow clearing issues
4. Business Arising
5. Application for blasting at 51-53 Main Road, Maddox Cove
6. 2019 Write-offs
7. Letter from resident with regard to an extension to have house demolished at 6-8 Weir's Lane
8. Expense claim – Harry Chafe
9. Expense claim – Stephanie Stack
10. East Coast Trail – Meeting
11. Appointment of the ATIPPA head
12. Lease for Newfoundland Power property
13. Bills
14. New Business
15. Adjourn

BILLS

Bidgood's (Office Expense)	\$22.38
Bell Aliant (Telephone Expense)	\$536.87
Cal LeGrow (Insurance Expense)	\$405.00
CBCL (Professional Fees)	\$1725.00
McDonald's Home Hardware (Tourist Chalet Expenses)	\$264.77
Municipalities NL (Membership Fees)	\$1397.22
Orkin (Pest Control Expense)	\$79.35
Rogers (Office Expense)	\$97.67
Reprographics (Copier Expense)	\$109.25
Staples (Office Expense)	\$161.24
Shaw Service Station (Truck Expense)	\$765.16
The Business Depot (Advertising Expense)	\$419.18
Big Eric's (Cleaning Supplies)	\$52.07
Weir's Construction (Road Maintenance Expense)	<u>\$521.01</u>
TOTAL	\$6,556.17

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY JANUARY 28, 2019

PRESENT: Sam Lee, Linda Hearn, Rick Raymond, Sam Stack, Kimberly Orren, Harry Chafe, David Green and Stephanie Stack

#	ITEM
1	Mayor Lee brought the meeting to order at 6:37pm.
2	Minutes of January 11, 2019 were read. Motion #15 Kim Orren/Harry Chafe Proposed minutes of January 11, 2019 be approved. All in favor, motion carried.
3	Application from the Co-op/Mini Aquarium for an approval for a liquor license. Councillor Green noted that he may be in a conflict of interest due to the fact that a letter of support for the application was table that noted that tourism accommodations could benefit from the increase in business this liquor license could bring to the town. Motion #16 Sam Stack/Kim Orren Proposed that Councillor Green was not in conflict. All in favor, motion carried. Mayor Lee, Councillor Hearn and Councillor Chafe left chambers due to a conflict of interest at 6:41pm. Council reviewed the new application and noted that there were more parking spaces identified. Motion #17 Rick Raymond/David Green Proposed to send out notice to the public for comment. All in favor, motion carried. Tom Best with the Petty Harbour Co-op presented a petition in favor of the liquor license. Mayor Lee, Councillor Hearn and Councillor Chafe returned to chambers at 6:47pm.
4	Danny Layden with T & D Enterprises was present in chambers to discuss snow clearing issues. Mr. Layden noted that he is receiving calls during snow storms that side roads are not cleared. My. Layden wanted to reassure council that they are out as soon as a storm starts and continue to be out until all roads are completely cleared. He noted that he has received a number of calls with regard to Cavell's Lane. Mr. Layden asked if Cavell's Lane is a priority over other lanes. Council stated that the smaller side roads will be completed after the main side roads are completed in the town. Council brought forward an issue to Mr. Layden with regard to a fence being knocked over on Cavell's Lane. It was noted that due to the slope and the configuration of this narrow laneway it is impossible not to have snow piled in this area. Mr. Layden stated that each year he replaces this fence and will replace again after this snow clearing season. Staff will send a letter to the resident notifying him that his fence will be replaced.
	BUSINESS ARISING
5	#4 The floor in the CAO's office is complete. Stephanie extended a thank you to Councillor Raymond and Councillor Chafe for laying the flooring.
6	#5 The tourist chalet has been painted. Staff will complete the trim this week.
7	#8 The town received a report from CBCL Limited with regard to the removal of the retaining wall on Motion Bay Road Extension. The estimated cost to have the wall replaced is \$580,000.00. It was noted that CBCL previously provided a report to have the water line removed in this area at a cost of \$103,330.89. This is something council will look into at a later time.
8	#7 The electricians are still working on the electrical for the warm room at the community centre. This should be completed in the near future.

9		#9 A claim for the roof on the Town Office/Community Centre has been filed. The Town should hear something back on this claim shortly. Councillor Chafe noted that there were people from the insurance company on the roof and the town should have been notified of this.
10		#13 The town received a report from CBCL Limited to replace the retaining wall on Southside Road. There were two cost estimate options presented. One cost was \$188,000.00 for Recon Block. The other option was \$174,000.00 for Gabions. Mayor Lee, Councillor Chafe and Stephanie Stack (CAO) met with Greg Sheppard to review this report. There was some discussion with regard to accessibility of the area once construction begins. Greg will speak to some constructions companies to see how this can be handled. Greg will also check with the Geo Technical company to see how urgent this project is.
11		#26 Grease catchers – The foreman is stilling checking into this and will get back to council.
12		#31 Town Plan/Regulations Amendments – Mayor Lee, Deputy Mayor Stack, Councillor Green, Councillor Orren and Stephanie Stack met with Kim Blanchard, Mary Oley and Lori Evoy of the Department of Municipal Affairs with regard to the registration of the Town Plan amendments. There was some discussion with regard to the reason why the amendments had not been registered with the department yet. It was noted that the department had some concerns with Motion Bay Road Extension being brought up to town standards. Mary Oley clarified that town standards could mean that the town would have to do upgrades to the road in order to be able to provide town services to residents such as snow clearing, garbage collection and emergency response. Kim Blanchard stated that the department would need a letter from the town stating that the town would not issue any building permits until Motion Bay Road Extension is brought up to town standards.
	TONIGHT'S AGENDA	
13		Application to conduct blasting at 51-53 Main Road, Maddox Cove. Council received a blasting plan from NL Hard Rok and confirmation of insurance. Motion #18 Rick Raymond/Kim Orren Proposed to approve the blasting application for 51-53 Main Road, Maddox Cove. All in favor, motion carried.
14		Tax Write offs. Councillor Orren noted that the town should have a consistent policy on how they handle write offs for non-profit or charitable organizations. Mayor questioned if Councillor Orren was in a conflict of interest discussing this issue. Councillor Orren noted that she is a volunteer for a non-profit (Fishing for Success) and she does not have any monetary gain. Councillor Orren noted that she has spoken to other non-profit organizations within the town and they would like to make a presentation to the town that details their work. There was some discussion with regard to developing a policy for non-profit organizations. Councillor Orren agreed to arrange a meeting between the non-profit groups and council. Motion #19 Kim Orren/David Green Proposed to defer the write offs for the non-profit groups until council meets with these groups and develops a policy. Mayor Lee, Deputy Mayor Stack, Councillor Green, Councillor Hearn and Councillor Orren in favor. Councillor Chafe and Councillor Raymond not in favor, motion carried. Motion #20 Sam Stack/Lynn Hearn Proposed to write off 2019 property tax for 51–59 Motion Bay Road Extension from Jan - June in the amount of \$300.00. All in favor, motion carried. Motion #21 Harry Chafe/Rick Raymond Proposed to write off 2019 property tax for 41-45 Motion Bay Road Extension from Jan - June in the amount of \$300.00. All in favor, motion carried.
15		Letter from property owner of house at 6-8 Weir's Lane requesting an extension to have house torn down due to an illness in the family.

		<p>Motion #22 Rick Raymond/Harry Chafe Proposed to give a 6 month extension to have house torn down at 6-8 Weir's Lane and to write off water & sewer tax for the period of January to June in the amount of \$390.00. All in favor, motion carried.</p>
16		<p>Expense claim for Harry Chafe in the amount of \$424.17 was presented. Motion #23 Sam Stack/Kim Orren Proposed to approve the expense claim for Harry Chafe in the amount of \$424.17 All in favor, motion carried.</p>
17		<p>Expense claim for Stephanie Stack in the amount of \$40.00 was presented. Motion #24 David Green/Lynn Hearn Proposed to approve the expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.</p>
18		<p>East Coast Trail MOU. Council will meet with the East Coast Trail on February 11, 2019 at 5:30pm. Staff will arrange this meeting.</p>
19		<p>Motion #25 David Green/Rick Raymond Proposed to appoint Stephanie Stack as the ATIPPA head for the Town of Petty Harbour/Maddox Cove. All in favor, motion carried.</p>
20		<p>Newfoundland Power Lease Agreement Motion #26 David Green/Harry Chafe Proposed to defer this item until council meets privately to discuss the lease agreement. All in favor, motion carried.</p>
21		<p>Bills in the amount of \$6,556.17 were presented. Motion #27 Rick Raymond/Sam Stack Proposed to pay bills in the amount of \$6,556.17. All in favor, motion carried.</p>
	NEW BUSINESS	
22		<p>Councillor Orren asked Councillor Chafe if the recreation commission would be interested in having an ice fishing derby in conjunction with Fishing for Success. Councillor Orren noted that she thought that insurance for this type of activity may have been an issue in the past for recreation. Councillor Orren informed Councillor Chafe and Council that Fishing for Success does have this type of insurance and would be interested in collaborating with recreation to put off this type of event. Councillor Chafe stated he would bring this back to recreation for discussion.</p>
23		<p>Councillor Hearn noted that the traffic mirror at the bottom of Skinner's Hill is missing.</p>
24		<p>Councillor Raymond noted that the yield sign at the intersection of Cribbies Road and Skinner's Hill is knocked over and needs to be repaired.</p>
25		<p>Councillor Chafe informed council that the Petty Harbour/Maddox Cove Recreation Commission will be applying for a Community Healthy Living Fund to help with the construction of a multi-purpose surface at the Maddox Cove ballfield. The multi-purpose surface will be approximately 50' X 100'. Councillor Chafe noted that recreation may be looking for some financial support from the town depending on the amount of funds they can acquire from the grant. Councillor Chafe also asked the town for a letter of support for the project. Motion #28 Rick Raymond/Kim Orren Proposed to send a letter of support to the Petty Harbour/Maddox Cove Recreation Commission for the construction of a multi-purpose surface at the Maddox Cove ballfield. All in favor, motion carried.</p>
26		<p>The CAO presented a financial report from the Petty Harbour Heritage Museum. Council will review and bring forward at the next meeting.</p>
27		<p>The main door at the chlorine station is in disrepair and needs to be replaced. Motion #29 Sam Stack/David Green Proposed to purchase a new steel door and door box. The door will have a steel mesh window installed. All in favor, motion carried.</p>
28		<p>The three lift stations within the town are very old and need to be replaced. The foreman received a quote for materials only to have the three lift stations replaced. The cost to have the three stations replaced (Materials Only) is \$ 60,561.61. The lift station next to the Fisherman's</p>

		Centre is the one that would need to be replaced first. Staff will get two more quotes on having the lift stations replaced along with the cost for labour. The CAO will contact Randy Simms to see if there is any emergency funding that the town can apply for. The CAO will also contact MP Seamus O'Regan.
29		The Foreman informed council that a gas monitor is needed for the Chlorine Station and confined spaces such as the manholes. There were two quotes presented to council. One quote was from EnviroMed in the amount of \$3,671.40 and one from Acklands Grainger in the amount of \$3,753.35. Motion#30 Sam Stack/David Green Proposed to purchase the Gas Monitor from EnviroMed at a cost of \$3,671.40. All in favor, motion carried.
30		The Foreman brought forward an issue with regard to the Mixer and the Exhaust fan at the chlorine station being plugged into an outlet. He recommends that these items be hardwired and a switch placed on the wall. Staff will have foreman get a quote to have this work completed.
31		Mayor Lee noted that there is a leak detection system that the town could purchase that would assist in detecting water leaks in the town. This could help staff pinpoint where leaks are and also help determine if there are any leaks in the town that are going undetected. The foreman informed the CAO that he felt that the water usage in the town was high and this could be due to undetected leaks or residents run-offs. Staff will add a note in the newsletter asking any property owners of fishing sheds or stages to have their water run-offs turned off or their water disconnected for the winter.
32		Motion #31 Rick Raymond/Kim Orren Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:11pm.

Samuel Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____