

**REGULAR MEETING**  
**MONDAY JANUARY 6, 2025**  
**AGENDA**

1. Minutes of December 16, 2024
2. Business Arising
3. Application to operate a tourist accommodation at 7 Long Run Road (A2024-90)
4. Application to operate a microbrewery at 11 Cribbies Road (A2025-01)\_
5. Application to build deck at 57 Main Road, Petty Harbour (A2025-02)
6. Letter from resident 42 Motion Bay Road Re: drain and retaining wall
7. Request for comments- Proposed amendments to the St. John's Urban Regional Plan and PC-SP  
Municipal Plan & Development Regulations 2014-2024.
8. Daily Foreperson's Log
9. Expense Claim
10. Bills
11. New Business
12. Adjourn

**BILLS**

**January 6, 2025**

Cassie Rideout (Cleaning Expense)	\$200.00
Bidgood's (Office Expense)	\$370.68
Bennett's Home Hardware (Cleaning Supplies Expense)	\$114.98
Grainger (Employee Clothing Expense)	\$71.21
Hi-Tech Communications (Office Expense)	\$91.98
Kent (Office Expense)	\$22.82
MFB Trucking (Water Infrastructure & Road Maintenance Expense)	\$2,182.13
Modern Printing (Office Expense)	\$103.50
Orkin (Pest Control Expense)	\$77.33
Work Authority (Employee Clothing Expense)	\$424.03
Stewart McKelvey (Professional Fees Expense)	\$1,269.60
Triware (Office Expense)	\$80.50
Rogers (Office Expense)	\$229.96
NF Power (Street Lighting Expense)	\$2,548.42
Emco (Water Infrastructure Expense)	<u>\$186.70</u>
Total	\$7,973.84

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY JANUARY 6, 2025**

**PRESENT: Rick Raymond, Ed Dyke, Irene Stack, Agatha Stack Balsom, David Balsom, Kayla Parsons and Mandy Dinn**

**ABSENT: Ron Doyle**

	<b>ITEM</b>
1	Acting Mayor Raymond brought the meeting to order at 6:30pm.
2	Minutes of December 16, 2024, were tabled. <b>Motion #1 Ed Dyke/Agatha Stack-Balsom</b> Proposed to accept minutes of December 16, 2024. All in favor. Motion carried.
	<b>BUSINESS ARISING</b>
3	#5 Councillor Balsom noted that excavation work is still beng completed in the area of 222-224 Main Road, Maddox Cove without the proper permit. <b>Motion #2 Dave Balsom/Ed Dyke</b> Proposed to send a stop work order to the owner of the property noting that they must stop excavation until an application is completed and a permit is issued from the town. All in favor. Motion carried.
4	#3 The engineer will complete a final inspection of Phase I- Motion Bay Road Extension later in the week.
5	#8 Council advised staff to remove the portion of the retaining wall from the drain at 42 Motion Bay Road and to place it back on the property owner's lawn.
	<b>TONIGHT'S AGENDA</b>
6	Application (A2024-90) to operate a tourist accommodation at 7 Long Run Road. A notice was sent out to the public and there were no comments or concerns received. There was some discussion regarding the available parking in the area and it was noted that the applicant has three off-street parking spaces. <b>Motion #3 Ed Dyke/Agatha Stack Balsom</b> Proposed to approve the application (A2024-90) with the stipulation that there be no more than 3 cars at the property at one time. All in favor. Motion carried.
7	Application (A2025-01) to operate a micro-brewery at 11 Cribbies Road. The applicant submitted a new application for a micro-brewery at 11 Cribbies Road. The capacity has been reduced to 30 patrons and there are no decks or retaining walls included in the application. An updated parking plan was also submitted. The applicant was present in council chambers and advised that no excavation would be completed only a grubbing off of the land for paving. There were some concerns that an accessible parking space and a loading zone were not included in the parking plan. Council also noted that the inspections and Development Committee would have to inspect the area before a notice would be sent to the public for comment. <b>Motion #4 Irene Stack/Agatha Stack-Balsom</b> Proposed to have the area inspected by the Inspections and Development Committee. Once the applicant provides an updated parking plan with the loading zone and accessible parking space included, and council has no further questions or concerns regarding the inspection and/or parking plan, a notice will be sent to the public for comments. All in favor. Motion carried.
8	Application (A2025-02) to build a deck at 57 Main Road, Petty Harbour. The applicant previously obtained a permit to have the old deck removed from the property. The Inspections and Development Committee inspected the area and signed off on the application. <b>Motion #5 Ed Dyke/Agatha Stack-Balsom</b> Proposed to approve application (A2025-02)to build a deck at 57 Main Road, Petty Harbour.. All in favor. Motion carried.
9	Letter from resident regarding drain and retaining wall at 42 Motion Bay Road. This item was dealt with under Business Arising #5. Staff will have the retaining wall removed from the drain and placed back on the property owner's lawn, as per the

		letter that was previously sent to the property owner.
10		Request for comments regarding proposed amendments to the St. John's Urban Regional Plan and Portugal Cove-St. Philip's Municipal Plan and Development Regulations 2014-2024. There were no comments on the proposed amendments.
11		Foreman's Log <b>Motion #6 Irene Stack/Agatha Stack Balsom</b> Proposed to accept the foreperson's log. All in favor. Motion carried.
12		Expense claim in the amount of \$20.00 for Mandy Dinn. <b>Motion #7 Ed Dyke/Agatha Stack Balsom</b> Proposed to approve expense claim for Mandy Dinn in the amount of \$20.00. All in favor. Motion carried.
13		Bills in the amount of \$7,973.84 were presented. <b>Motion #8 Agatha Stack-Balsom/Ed Dyke</b> Proposed to pay bills in the amount of \$7,973.84. All in favor. Motion carried.
	<b>NEW BUSINESS</b>	
14		The town's water pressure has been returned to normal. Councillor Stack requested that any issues be communicated to council in the future.
15		Staff will contact the Engineer to get an update on the drawings for CWP- Motion Bay Road Extension Phase II.
16		Staff will get quotes from other printing services for garbage schedule magnets.
17		Councillor Stack will forward quotes to council for the chrome books that were budgeted for 2025.
18		There is a pothole at the bottom of Motion Bay Road that needs repair. This will be passed on to outside staff.
19		Councillor Dyke noted that he would like the foreman to be in contact with the mayor during any severe weather events or issues in the town in the future.
20		Staff will continue to investigate the abandoned vehicle removal near Beer Pond and will place this issue on the agenda for the next meeting of council.
21		<b>Motion #9 Ed Dyke/Agatha Stack Balsom</b> Proposed meeting be adjourned. All in favor. Motion carried. Meeting adjourned at 7:03 pm.

**Rick Raymond, Acting Mayor** \_\_\_\_\_

**Mandy Dinn, Administrative Assistant** \_\_\_\_\_