

**REGULAR MEETING**  
**MONDAY JANUARY 8, 2024**  
**AGENDA**

1. Minutes of December 11, 2023
2. Business Arising
3. Request to speak Gerry Hearn – Re: Ad from Navigator Atlantic Canada Marine Industries Hall of Fame
4. Appoint Assessment Review Commissioner 2024
5. Application to build a landing off patio at 53 Main Road, Maddox Cove (A2023-103)
6. Request for donation for ad with the Royal Canadian Legion
7. Paving at Motion Bay Road Extension – Ratify Motion
8. Capital Works Project – Storm Runoff Remediation and Mitigation (Swales) – Tender results.
9. Capital Works Project – Motion Bay Road Extension
10. Motion to apply for loan to cover cash flow shortfall in the amount of \$156,000.00.
11. Foreperson's Report
12. Expense Claims
13. Bills
14. New Business
15. Adjourn

## BILLS

January 8, 2024

CIBC Mellon (Pension Exp.)	\$1,227.02
CIBC Visa (Cleaning Supplies, Xmas Party, Office & Postage Exp.)	\$1,116.83
Bennett's Home Hardware (Christmas Lights & Cleaning Supplies)	\$142.84
Cassie Rideout (Office Exp.)	\$200.00
Bell Aliant (Telephone Exp.)	\$635.38
Grainger (R & M Building)	\$39.96
Cal LeGrow (Insurance)	\$405.00
Eastern Ventures (Employee Training)	\$109.25
GTC Training (Employee Training)	\$92.00
Hot Water & Fresh Air Systems (R & M Building)	\$232.88
Irving Oil Ltd (Gas Expense)	\$1,484.77
K Max Ltd. (Road Maintenance)	\$4,600.00
NF Power (Hydro Exp)	\$5,820.94
Triware Technologies (Office Exp.)	\$747.50
Xylem (Sewer Exp.)	\$8,404.66
John Layden Trucking (Garbage Truck Expense)	\$227.13
North Atlantic Supplies (Employee Clothing)	\$162.15
Municipalities NL & Labrador (membership Fees)	\$1,756.94
MJM Property Consulting (Professional Fees)	\$355.00
Orkin (Pest Control)	\$71.60
T & D Enterprises (Snow Clearing)	\$21,791.67
Rogers (Office Exp.)	\$91.92
Traffic Logix (Traffic Control Exp.)	<u>\$21.82</u>
<b>TOTAL</b>	<b>\$49,737.26</b>

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY JANUARY 8, 2024**

**PRESENT: Rick Raymond, Ed Dyke, Irene Stack, Beatrice Burry, Agatha Stack Balsom, David Balsom and Stephanie Stack**

**ABSENT: Ron Doyle**

	ITEM
1	Deputy Mayor Raymond brought the meeting to order at 6:31pm.
2	Minutes of December 11, 2023, were tabled. <b>Motion #1 Agatha Stack Balsom/Beatrice Burry</b> Proposed to accept minutes of December 11, 2023. All in favor, motion carried.
	<b>BUSINESS ARISING</b>
3	#4 The culvert on the shoulder of the Main Road has been removed by the Department of Transportation and Infrastructure
4	#10 Staff will check with foreperson to see when the blocked culvert work will commence.
	<b>TONIGHT'S AGENDA</b>
5	Mr. Jerry Hearn was present in chambers to discuss council's decision on not placing an ad in the Navigator Magazine with reference to the induction of Tom Best into the Atlantic Canada Marine Industries Hall of Fame. Mr. Hearn noted that he understood that council may have budgetary reasons for not placing the ad but noted that he felt it was a missed opportunity for the town. He noted that Mr. Tom Best is known near and far for his contributions to the fishery. He stated that Petty Harbour-Maddox Cove is here today because of the fishery. Councillor Dyke and Councillor Balsom noted that the request for the ad came from a salesman with the navigator, it was not a personal request. They also noted that not many taxpayers in the town would receive this magazine. Mr. Hearn noted that maybe the town could put something in their next newsletter or in the Irish Loop.
6	Appoint the 2024 Assessment Review Commissioner <b>Motion #2 Agatha Stack Balsom/Irene Stack</b> Proposed to appoint Mitch Moran as the 2024 Assessment Review Commissioner. All in favor, motion carried.
7	Application to build a landing off patio at 53 Main Road, Maddox Cove (A2023-103). The Inspections and Development Committee inspected the area and signed off on the application. Deputy Mayor Raymond noted that when they inspected the area there were no issues. <b>Motion #3 Ed Dyke/Beatrice Burry</b> Proposed to approve the application to build a landing off patio at 53 Main Road, Maddox Cove (A2023-103). All in favor, motion carried.
8	Request for a donation for ad with the Royal Canadian Legion. <b>Motion #4 Ed Dyke/David Balsom</b> Proposed to approve an ad with the Royal Canadian Legion in the amount of 255.00 tax included. All in favor, motion carried.
9	<b>Motion #5 Ed Dyke/Agatha Stack Balsom</b> Proposed to approve paving on Motion Bay Road Ext. in the amount of \$4,600.00 tax included. All in favor, motion carried.
10	Capital Works Project – Storm Runoff Remediation and Mitigation (Swales) – Tender Results The town received 3 tenders for the above noted project: Weir's Construction - \$140,098.18 Bursey Excavating & Development - \$138,102.35 Farrell's Excavating Ltd. - \$95,195.28  The engineering costs for this project are \$27,676.06. The total funding for this project is \$89,125.62. This leaves a short fall of \$33,745.72. There are 4 separate locations for upgrades in this project-Motion Bay Road, Motion Bay Road Ext., Skinner's Hill and Cribbies Road. If the town cannot come up with the extra \$33,745.72 then the project will have to be reduced. The foreperson has noted that Motion Bay Road and Motion Bay Road Ext. are the most important areas to be completed.

		<p><b>Motion #6 Agatha Stack Balsom/Irene Stack</b> Proposed to reduce the scope of work for the Capital Works Project – Storm Runoff Remediation and Mitigation (Swales) by removing the work for Skinner’s Hill and Cribbies Road and award Farrell’s Excavating the tender at a reduced cost if the project does not have to go out for retender due to the change/reduction to the scope of work. All in favor, motion carried.</p>
11		<p>Capital Works Project – Motion Bay Road Extension The town received the proposed cost to construct a retaining on wall on Motion Bay Road Ext. from Dynamic Engineering. The approximate extra cost is \$35,000-\$50,000.</p> <p><b>Motion #7 Ed Dyke/Irene Stack</b> Be it resolved that the town send a letter to Municipal Infrastructure Director requesting additional funding for the Motion Bay Road Extension - Watermain Protection project (17-GI-22-00095), indicating that a retaining wall has been deemed necessary by the consultant in order to protect the road structure and to ensure sufficient cover is maintained over the watermain. The consultant has advised that the cost of adding the retaining wall to the project would be in the range of \$35,000 - \$50,000. The town is able to cover the additional 10% cost share of this project by increasing the loan with CIBC. If this extra funding is not possible the town is requesting that the retaining wall be added to the town’s recent application AP-MCW-24127 Motion Bay Road Extension Phase 2. All in favor, motion carried.</p>
12		<p><b>Motion #7 David Balsom/Beatrice Burry</b> Proposed that the town apply for a 1-year short term loan from CIBC in the amount of \$156,000.00 to cover a temporary cash flow shortfall. All in favor, motion carried.</p>
13		<p>Foreperson’s Report was tabled.</p> <p><b>Motion #8 Agatha Stack Balsom/David Balsom</b> Proposed to accept the foreperson’s report. All in favor, motion carried.</p>
14		<p>Expense claim for Cyril Whitten in the amount of \$20.00.</p> <p><b>Motion #9 Ed Dyke/Agatha Stack Balsom</b> Proposed to pay expense claim for Cyril Whitten in the amount of \$20.00. All in favor, motion carried.</p> <p>Expense claim for Mandy Dinn in the amount of \$20.00.</p> <p><b>Motion #10 Irene Stack/Agatha Stack Balsom</b> Proposed to pay expense claim for Mandy Dinn in the amount of \$20.00. All in favor, motion carried.</p>
15		<p>Bills in the amount of \$49,737.26 were tabled.</p> <p><b>Motion #11 Ed Dyke/Agatha Stack Balsom</b> Proposed to pay bills in the amount of \$49,737.26. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
16		<p>Councillor Burry stated that she would no longer be able to continue as the lead for the Accessibility Committee. She asked if there was another councillor who would be willing to take over the position. No councillors were available. Councillor Stack noted that she could help Councillor Burry with the accessibility survey that needs to be sent out to residents.</p>
17		<p>Councillor Stack asked if the town could review it’s recycling program. She noted that maybe recycling can be done twice a month instead of four times a month. The CAO Stephanie Stack stated that she will be meeting with staff this week and will discuss the program and report back to council.</p>
18		<p>Councillor Dyke asked to send a letter to a resident that is plowing snow over to the look out area in Maddox Cove. Council also asked that we place barricades in the area so that the snow cannot be plowed into the area.</p>
19		<p>The town received a letter and pictures from a resident noting that snow is being plowed from “The Stand” parking area into the river. Council agreed to send a letter to the owners of The Stand informing them that they cannot plow snow into the river.</p>
20		<p><b>Motion #12 Ed Dyke/Irene Stack</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:05 pm.</p>

Rick Raymond, Deputy Mayor \_\_\_\_\_

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