

REGULAR MEETING
TUESDAY JULY 12, 2022
AGENDA

1. Minutes of June 28, 2022
2. Business Arising
3. Application to build construct driveway at 15 Skinner's Hill (A2022-32)
4. Repairs completed to 36A Long Run Road
5. Request for donation from the Citizen's Crime Prevention Association
6. Sale of building lot in Maddox Cove
7. Request for new laptop for the Tourist Information
8. Request from recreation for two picnic tables
9. Request for fee increase for cleaning services
10. Application for excavation (A2022-30) for driveway and retaining wall (A2022-33) at 16 Cribbies Road.
11. Request for meeting with successful bidder of Church and Church parking lot
12. Foreperson's Report
13. Expense Claims
14. Bills
15. New Business
16. Adjourn

BILLS

Commissionaires (Traffic Control Expense)	\$1,449.00
Canoe (Office Expense)	\$30.56
Municipal Assessment Agency (Assessment Fees)	\$3,893.50
Bell Mobility (Cell Phone Exp.)	\$388.12
CIBC	\$501.96
Bidgood's (Office Expense)	\$19.98
Source Atlantic (Safety Expense)	\$83.46
NF Power (Hydro and Street Lighting Exp)	\$4,320.36
Stewart McKelvey (Prof. Fees)	\$1,334.09
MFB Trucking (Road Maintenance & Water Infrastructure Exp.)	\$1,710.63
Kent (Little Library)	\$131.66
Grainger Canada (Employee Clothing Exp.)	\$237.51
Cal LeGrow (Insurance Expense)	\$250.00
City of St. John's (Garbage Exp.)	\$2,567.80
Rogers (Office Exp.)	\$137.99
Brenntag (Water Infrastructure Exp.)	\$1,408.84
Bennett's Home Hardware (R & M Building)	\$31.70
Emco (Water Infrastructure Exp.)	\$451.95
John Layden Trucking (Water Infrastructure Exp.)	\$2,277.00
CIBC Mellon (Pension Plan Exp.)	\$3,359.48
Enviromaster (Lawn Care)	<u>\$736.00</u>
TOTAL	\$25,321.59

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY JULY 12, 2022

PRESENT: Ron Doyle, Rick Raymond, Beatrice Burry, Agatha Stack-Balsom, Melissa Pardy, and Mandy Dinn

ABSENT: Ed Dyke and Daphne Chafe

#	ITEM
1	Mayor Doyle brought the meeting to order at 6:32pm.
2	Minutes of June 28, 2022 were tabled. Motion #168 Rick Raymond/Beatrice Burry Proposed to accept minutes of June 28, 2022. All in favor, motion carried.
	BUSINESS ARISING
3	#4 Deputy Mayor Raymond will be starting construction of the “Little Library” in the coming days.
4	#17 The parking enforcement officer has been directed to ticket vehicles that are illegally parked and impeding traffic. The area by Tinker’s is still an issue with vehicles parked on the roadway and impeding the traffic flow. Motion #169 Rick Raymond/Agatha-Stack Balsom Proposed to send a letter to the owner of Tinker’s to ask them to put a barricade of some kind on their property to prevent vehicles from parking on the corner of their building closest to the door. All in favor, motion carried.
5	#20 It was noted that the truck and trailer that had been parked on Long Run Road has not been seen in the area over the last little while.
	TONIGHT’S AGENDA
6	Application (A2022-32) to excavate for a parking area at 15 Skinner’s Hill. Mayor Doyle left chambers at 6:40pm due to a conflict of interest and Deputy Mayor Raymond stepped in as chair. The Inspections and Development Committee inspected the area and signed off on the application. Motion #170 Agatha Stack-Balsom/Melissa Pardy Proposed to approve the application (A2022-32) to excavate for a parking area at 15 Skinner’s Hill. All in favor, motion carried. Mayor Doyle returned to meeting at 6:42pm.
7	A letter and photos were presented to council regarding repairs that were made to the building at 36A Long Run Road. The owners were requesting a letter from council stating that the repairs that they made to the structure at 36A Long Run Road have sufficiently met council’s request. The Development and Inspections Committee inspected the area and approved the upgrades. Motion #171 Agatha Stack-Balsom/ Rick Raymond Proposed that the town send a letter to the owners of 36A Long Run Road stating that the repairs are sufficient. All in favor, motion carried.
8	Request for donation from the Citizen’s Crime Prevention Association. Motion #172 Melissa Pardy/ Beatrice Burry Proposed to not donate to the Citizen’s Crime Prevention Association due to budgetary constraints. All in favor, motion carried.
9	The potential sale of the building lot at 66 Motion Bay Road was discussed. Mayor Doyle noted that no bids were received during the previous request for bids. An estimate was obtained by a contractor to see how much it would cost to add fill to the area and possibly reduce the minimum bid by that amount. Motion #173 Rick Raymond/Melissa Pardy Proposed that the minimum bid be reduced from \$85,000 to \$65,000. All in favor, motion carried.

10		<p>Request to purchase a laptop for the Tourist Information Centre. It was noted that the laptop at the Tourist Information Centre is broken, and the summer students require a laptop for searching information for tourists and visitors.</p> <p>Motion # 174 Rick Raymond/ Beatrice Burry Proposed to purchase a laptop, not exceeding \$1,000.00, for the Tourist Information Centre. All in favor, motion carried.</p>
11		<p>Request from Recreation Commission for two picnic tables for the ball field. The picnic tables that were at the ball field were rotted and eventually destroyed. These tables are used for the summer program and for various events at the field throughout the year. A price quote was received from Kent in the amount of \$411.70 taxes included for two picnic tables.</p> <p>Motion #175 Melissa Pardy/Agatha Stack-Balsom Proposed to purchase the two picnic tables from Kent in the amount of \$411.70. All in favor, motion carried.</p>
12		<p>Request from the office cleaner to increase the fee for cleaning the town office from \$35.00 per cleaning to \$50.00 per cleaning.</p> <p>Motion #176 Agatha Stack-Balsom/ Beatrice Burry Proposed to increase the officer cleaner's fee from \$35.00 to \$50.00 per cleaning and approve the new invoice. All in favor, motion carried.</p>
13		<p>Application (A2022-30) to excavate for a parking area at 16 Cribbies Road and Application (A2022-33) to build a retaining wall at 16 Cribbies Road. The Inspections and Development Committee inspected the area and noted that there was a guidewire on the property. The applicant has provided approval from Newfoundland Power to work in the area as long as they do not work too close to the guidewire and do not alter the slope of the land near the guidewire. The Inspections and Development Committee also recommended that a retaining wall be constructed to protect the property at 14 Cribbies Road. The applicant submitted an application for this retaining wall and the Inspections & Development Committee have signed off on the application.</p> <p>Motion # 177 Rick Raymond/ Melissa Pardy Proposed to approve the application (A2022-30) for excavation as long as they do not work too close to the guidewire and do not alter the grade near the guidewire and to approve the application (A2022-33) to construct a retaining wall at 16 Cribbies Road. All in favor, motion carried.</p>
14		<p>Request for meeting from the successful bidders on the church and church parking lot.</p> <p>Council agreed that they would have staff set up a meeting with the successful bidders on the church and church parking lot for the evening of Monday, July 18th.</p>
15		<p>Foreperson's Report The Foreperson's Report was tabled.</p> <p>Motion #178 Rick Raymond/Beatrice Burry Proposed to accept the Foreperson's Report. All in favor, motion carried.</p>
16		<p>Expense claim for Mandy Dinn in the amount of \$70.00 was tabled. Councillor Pardy left chambers at 7:10pm due to a conflict of Interest.</p> <p>Motion # 179 Rick Raymond/ Agatha Stack-Balsom Proposed to pay expense claim for Mandy Dinn in the amount of \$70.00. All in favor, motion carried. Councillor Pardy returned to meeting at 7:11pm.</p> <p>Expense claim for Stephanie Stack in the amount of \$20.00 was tabled.</p> <p>Motion # 180 Beatrice Burry/ Agatha Stack-Balsom Proposed to pay expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.</p>
17		<p>Bills in the amount of \$25,321.59 were tabled.</p> <p>Motion #181 Agatha Stack-Balsom/ Melissa Pardy Proposed to pay bills in the amount of \$25,321.59. All in favor, motion carried.</p>
	NEW BUSINESS	
18		<p>There is a sink hole near 33 Motion Bay Road. Deputy Mayor Raymond noted that there is an issue with the culvert in the area that is causing the sink hole. Deputy Mayor Raymond also noted that culverts are the town's responsibility and should be up to the town to determine if they need replacement on a case-by-case- basis. The Inspections and Development Committee will re-assess the area to determine what council's next steps will be with regard to the culvert.</p>

19		Correspondence was received from the owner of 31 Main Road, Petty Harbour requesting clarification from council on what repairs are required to his property. Deputy Mayor Raymond will visit 31 Main Road, Petty Harbour and itemize the repairs that must be made to the property.
20		A request from Big Hill Crafts requesting the rights to use the town's logo. Motion #182 Agatha Stack-Balsom/ Beatrice Burry Proposed to allow Big Hill Crafts to use the town logo for Come Home Year 2022 only. All in favor, motion carried.
21		Mayor Doyle acknowledged that 2022 marks the 50 th year of the Town of Petty Harbour-Maddox Cove being an incorporated municipality. Mayor Doyle noted that he would like to have a small event to celebrate the 50 th year of incorporation in the coming months.
22		Motion #183 Rick Raymond/ Agatha Stack-Balsom Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:30pm.

Ron Doyle, Mayor _____

Mandy Dinn, Administrative Assistant _____