

REGULAR MEETING
TUESDAY JULY 25, 2023
AGENDA

1. Minutes of July 11, 2023
2. Business Arising
3. Fence at 10D Main Road, Petty Harbour
4. Application (A2023-59) to excavate and replace walkway at 41 Motion Bay Road
5. Application (A2023-60) to replace deck at 25 Motion Bay Road
6. Town Plan Amendment Re:11 Cribbies Road
7. Shore Lane Storm Run-off Remediation- Result- limited call for bids (Consulting Fees)
8. Letter from resident requesting no-parking signs for Southside Road.
9. Request to purchase new sign for Community Centre
10. Quote for commercial garbage bin for Community Centre
11. Design of slope at Motion Bay Road Extension
12. Survey and registration of ditch Motion Bay Road Extension
13. Quotes for Accessibility Plan
14. Quotes for Line Painting
15. Request from resident/business owner to have streetlight installed at depot parking area and to have two parking spaces reserved for patients of doctor's office.
16. Request for sponsor from the Hospital Activity Book for Children/Make a Wish Foundation
17. Quote for firewall and backup support for office computer systems.
18. Foreperson's Report
19. Expense Claims
20. Bills
21. New Business
22. Adjourn

BILLS
July 25th, 2023

Stewart McKelvey (Professional Fees Expense)	\$86.25
Rogers (Office Expense)	\$91.92
MFB Trucking (Road Maintenance Expense)	\$1,265.00
Kent (Office Expense)	\$65.54
David Stack (Equipment Set Up and Rental Expense)	\$200.00
Feaver's Lane (Office Expense)	\$1,196.00
Atlantic Construction Elite (Traffic Control Expense)	\$314.87
Bidgood's (Office Expense)	\$24.38
City of St. John's (Garbage Expense)	\$2,724.62
Bennett's Home Hardware (R&M Building & Hardware Expense)	\$25.84
Enviro Masters Lawn Care (Lane Care Expense)	\$586.50
CIBC Melon (Employee Pension Expense)	\$3,359.48
CBCL (Professional Fees Expense)	\$5,989.20
Bell Aliant (Telephone Expense)	<u>\$646.80</u>
TOTAL	\$16,576.40

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

TUESDAY JULY 25, 2023

PRESENT: Ron Doyle, Rick Raymond, Ed Dyke, Irene Stack, Beatrice Burry, and Mandy Dinn

ABSENT: Melissa Pardy and Agatha Stack Balsom

#		ITEM
1		Mayor Doyle brought the meeting to order at 6:30pm.
2		Minutes of July 11, 2023, were tabled. Motion #248 Rick Raymond/ Agatha Stack-Balsom Proposed to accept minutes of July 11, 2023. All in favor, motion carried.
	BUSINESS ARISING	
3		#7 There have been some issues with the lift stations. Xylem will be out this week to troubleshoot.
4		#15 The Movie/Film Crew Policy is being worked on by staff. This will be completed by the next meeting of council.
5		#6 The steps have been installed on the garbage truck.
	TONIGHT'S AGENDA	
6		Fence at 10D Main Road, Petty Harbour. The owners were sent a letter and two emails requesting that they comply with the stipulation of their permit, that the fence be a minimum of 2 meters from the high-water mark, by July 24, 2023. The fence still does not comply with this stipulation. Motion #249 Ed Dyke/Irene Stack Proposed to send an order to the property owners giving them until August 7, 2023, to have the fence comply with the stipulation of the permit that the fence be a minimum of 2 meters from the high-water mark. All in favor, motion carried.
7		Application (A2023-59) to excavate and replace walkway at 41 Motion Bay Road. The Inspections & Development Committee inspected the area and signed off on the application. Motion # 250 Ed Dyke/Rick Raymond Proposed to approve application A2023-59 to excavate and replace walkway at 41 Motion Bay Road. All in favor, motion carried.
8		Application (A2023-60) to replace deck at 25 Motion Bay Road. The Inspections & Development Committee inspected the area and signed off on the application. Motion #251 Ed Dyke/Irene Stack Proposed to approve application A2023-60 to replace deck at 25 Motion Bay Road. All in favor. Motion carried.
9		Proposed Town Plan Amendment- 11 Cribbies Road. The town planner sent council some notes to review regarding the outcomes of the public meeting that was held regarding the proposed amendment to the town plan for 11 Cribbies Road. There was some discussion by council that environmental assessments may be required for other types of business applications besides the ones listed in the amendment. There was also some discussion that besides adding 'Microbrewery' to the list of discretionary uses, a line should be added that allows for general businesses that don't necessarily fit the types of businesses already listed. Motion #252 Ed Dyke/Irene Stack Proposed to accept the changes to the amendment and to have the planner add that environmental assessments may be required for other types of business applications besides the ones listed in the amendment and to add a line should that allows for general businesses that don't necessarily fit the types of businesses already listed under Policy HA-2 Non-residential Land Use (2) and to move forward with the next phase of the amendment process. Mayor Doyle, Councillor Dyke, Councillor, Stack and Councillor Burry in favor. Deputy Mayor Raymond not in favor. Motion Carried.

10		<p>Shore Lane Run-off Remediation limited call for bids results. The town received 3 bids for the limited call for bids for consulting services for this project. All were well over budget. It was advised by the Department of Municipal Affairs that council consider re-tendering the project in an open-call for bids to try and get a more competitive price.</p> <p>Motion #253 Irene Stack/ Ed Dyke Proposed to re-tender the Shore Lane Run-off Remediation request for consultant in an open call for bids. All in favor, motion carried.</p>
11		<p>Letter from residents requesting that no-parking signs be installed in the area between the Fishermen's Centre and the Mini-Aquarium on Southside Road due to cars parking on the narrow roadway.</p> <p>Motion # 254 Ed Dyke/Beatrice Burry Proposed to have signs installed in the area between the Fishermen's Centre and the Mini-Aquarium on Southside Road due to cars parking on the narrow roadway. These signs may have to be temporary/removable depending on id a post can be installed properly in the area. All in favor. Motion Carried.</p>
12		<p>Request to purchase new sign for the community centre.</p> <p>Motion # 255 Rick Raymond/Beatrice Burry Proposed to purchase a new sign for the community centre. There was some discussion regarding price inflation. Deputy mayor Raymond rescinded his motion and Councillor Burry accepted.</p> <p>Motion # 256 Rick Raymond/Beatrice Burry Proposed that staff get a proof and quote for the sign for the next meeting of council. All in favor. Motion Carried.</p>
13		<p>A quote for a commercial garbage bin for the community centre was presented in the amount of \$1150.00. There was some discussion that 4 concrete blocks would also be needed to weigh the bin down.</p> <p>Motion # 257 Ed Dyke/Irene Stack Proposed to purchase commercial garbage bin for community centre along with the 4 concrete blocks. All in favor, motion carried.</p>
14		<p>Engineered Design of Slope for Motion Bay Road Extension was presented to council.</p> <p>Motion #258 Rick Raymond/Ed Dyke Proposed to accept the drawing and to proceed with the biodegradable erosion control vegetation mat option. All in favor. Motion Carried. Staff will provide the property owner a copy of the drawing.</p>
15		<p>Request to have the ditch from Motion Bay Road Extension that runs down Ocean Boulevard surveyed and registered on the advice of the lawyer.</p> <p>Motion #259 Ed Dyke/Beatrice Burry Proposed to have the ditch from Motion Bay Road Extension that runs down Ocean Boulevard surveyed and registered on the advice of the lawyer. All in favor. Motion carried.</p>
16		<p>Staff contacted 4 companies to get quotes on the creation of an accessibility plan for the town. Blue Sky Consulting and Tract Consulting chose not to provide a quote. JW Consulting submitted a bid in the amount of \$4600 plus tax and Mary Bishop Consulting submitted a bid in the amount of \$6600 plus tax.</p> <p>Motion #260 Irene Stack/Beatrice Burry Proposed to accept the bid in the amount of \$4600 plus tax for the accessibility plan from JW Consulting. All in favor. Motion Carried.</p>
17		<p>Staff received 3 quotes for the line painting throughout the town. Blacktop Solutions bid \$2500 plus tax, Cleansweep bid \$2550 plus tax and Formac bid \$3470 plus tax.</p> <p>Motion #261 Rick Raymond/Beatrice Burry Proposed to accept the Quote for line painting from Blacktop Solutions in the amount of \$2500 plus tax. All in favor. Motion Carried.</p>

18		<p>Request from business owner to have a streetlight installed at the parking area by the depot and to have 2 spaces reserved free of charge for patients of the doctor's office.</p> <p>Motion #262 Irene Stack/Ed Dyke Proposed to not add an additional light as there is one already installed and to make no change to the parking fee structure nor reserve parking spaces for the business. All in favor. Motion carried.</p>
19		<p>Request for sponsor from the Hospital Activity Book for Children.</p> <p>Motion #263 Ed Dyke/Irene Stack Proposed not to sponsor the Hospital Activity Book for Children. All in favor. Motion carried.</p>
20		<p>Quote from Triware Technologies to provide computer backup services and firewall protection to the town's computer systems.</p> <p>Motion #264 Ed Dyke/Irene Stack Proposed to accept the quote from Triware Technologies to provide backup services and firewall protection to the town's computer systems. All in favor. Motion carried.</p>
21		<p>Foreperson's Report</p> <p>Motion # 265 Rick Raymond/ Irene Stack Proposed to accept the foreperson's report. All in favor, motion carried.</p>
22		<p>Expense claim for Stephanie Stack in the amount of \$20.00.</p> <p>Motion # 266 Rick Raymond/Ed Dyke Proposed to pay expense claim for Stephanie Stack 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>Motion # 267 Rick Raymond/Ed Dyke Proposed to pay expense claim for Mandy Dinn in the amount of \$20.00. All in favor, motion carried.</p>
23		<p>Bills in the amount of \$16,576.40 were tabled.</p> <p>Motion #268 Irene Stack/Beatrice Burry Proposed to pay bills in the amount of \$16,576.40. All in favor, motion carried.</p>
	NEW BUSINESS	
24		<p>Deputy Mayor Raymond reminded staff to issue parking tickets for violations throughout the town.</p> <p>Deputy Mayor Raymond noted that the light in the male washroom at town office is broken again.</p> <p>Deputy Mayor Raymond asked that a letter be sent to the owner of 11 Cribbies Road to have the radiators removed from the property.</p> <p>Motion # 269 Rick Raymond/Ed Dyke Proposed to send a letter to owner of 11 Cribbies Road to have the radiators removed from the property. All in favor. Motion Carried.</p>
25		<p>Mayor Doyle requested that the left turning sign when leaving the Skinner's Hill parking lot be made more visible.</p>
26		<p>Request from Mini-Aquarium for an extension of 1 hour (to 12am) to the noise by-law on August 25th, 2023, as they are hosting an event.</p> <p>Motion #270 Ed Dyke/Irene Stack Proposed to approve the 1-hour extension (to 12am) to the noise by-law on August 25th, 2023 and to notify surrounding residents in advance. All in favor. Motion carried.</p>

27		<p>The re-tending of the splashpad project closed on July 25th, 2023. The town did not receive any bids on the project. The town's engineer advised that the town ask ACOA for an extension to the project and to then split the project up into smaller sections and request bids from contractors.</p> <p>Motion # 271 Ed Dyke/Rick Raymond Proposed to ask ACOA for an extension to the project and to then split the project into smaller sections and request bids from contractors. All in favor. Motion carried.</p>
28		<p>Motion #272 Rick Raymond/ Ed Dyke Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:48 pm.</p>

Ron Doyle, Mayor _____

Mandy Dinn, Administrative Assistant _____