

REGULAR MEETING
TUESDAY JULY 8, 2020
AGENDA

1. Minutes of June 23, 2020
2. Business Arising
3. Request from The Telegram to place a flyer kiosk next to the super mail boxes by the Town Office
4. Old Maddox Cove Road – Gas Tax funding and loan secured. Award engineering firm.
5. Application to build privacy fence at 144 Main Road, Maddox Cove (App #A2020-64)
6. Application to build extension to house at 6A Long Run Road (App #A2020-58)
7. Application for an approval in principle to build a pier and slipway at 10D Main Road, Petty Harbour (App # A2020-60)
8. Application for an approval in principle to build shed on Southside Road (App #A2020-68)
9. Application for an approval in principle to build home at 51 -59 Motion Bay Road Ext. (App #A2020-71)
10. Letter from resident regard the river next to 5 Main Road, Petty Harbour
11. Tender results for old pick-up truck
12. Ron Weir Memorial Ball Park – Mowing of grass
13. Debris/condition at 10D Main Road, Petty Harbour
14. Resolution for Capital Works Project - Lift Station Retrofits.
15. Update on revitalizing the Development Corporation – AGM
16. Request for speed bumps – Hamlyn Heights
17. Ratify paving quote
18. Foreperson's Report
19. Expense Claims
20. Bills
21. New Business
22. Adjourn

BILLS

Bell Mobility (Cell Phone Expense)	\$204.70
Dominion Recycling (Road maintenance Expense)	\$132.25
Cassie Rideout (Office Cleaning Expense)	\$200.00
McDonald's Home Hardware (Parking Area, Road Maintenance & R&M Exp.)	\$66.67
Kanstor (Traffic Services Expense)	\$511.75
Irving Oil Marketing (Gas Expense)	\$1190.46
John Layden Trucking (Water & Sewer & Road Maintenance Expense)	\$4830.00
Impact Signs (Traffic Services Expense)	\$242.65
NF Power (Street Lighting Expense)	\$1860.32
MFB Trucking (Water Expense)	\$1552.50
Modern Paving (Road Maintenance Expense)	\$275.20
Municipal Assessment Agency (Assessment Fees Expense)	\$3932.50
North Atlantic Supplies (Employee Clothing Expense)	\$839.21
CIBC Mellon (Pension Plan Expense)	\$3269.18
CIBC Visa (Office Expense)	\$215.66
SNC Lavalin (Professional Services Expense)	<u>\$1437.50</u>
TOTAL	\$20,760.55

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

WEDNESDAY JULY 8, 2020

This meeting took place at the community centre and all Covid protocols were in place. (The meeting was open to the public)

PRESENT: Sam Lee, Sam Stack, David Green, Kimberly Orren, Linda Hearn and Stephanie Stack

ABSENT: Harry Chafe, Rick Raymond

#		ITEM
1		Mayor Lee brought the meeting to order at 6:34 pm. Housekeeping items related to Covid-19 were read for all who were present.
2		Minutes of June 23, 2020 were read. Motion #193 Lynn Hearn/David Green Proposed minutes of June 23, 2020 be approved. All in favor, motion carried.
	BUSINESS ARISING	
3		#3 Darren Patey will meet with the foreperson on Friday July 10 to discuss the use of a diffuser when completing hydrant flushing.
4		#4 The Doggie Bag Dispensers have arrived. Staff will get them erected around the town in the coming weeks.
5		#5 New Garbage Truck – The town was recently informed that the successful bidder for the new garbage truck (Hickmans Chrysler Dodge Jeep) could not meet the tender requirements. The town now needs to place an order for the new garbage truck from the runner up (Cabot Ford Lincoln). It will take 4 – 5 months for the truck to arrive. There was some discussion regarding a diesel truck as the town could get a diesel in less than a month. The cost of a diesel would be \$10,000 more than a gas truck. Mayor Lee said he asked around with regard to a diesel and he was told that maintenance costs for a diesel truck could be very expensive.
6		#6 The Traffic Enforcement Officer will start on Friday July 10. He will work the first week for 4 hours on Friday and Saturday and the rest of the weeks of the summer on Saturdays and Sundays.
7		#8 The town has not heard back from the applicant of the walk-in clinic at 2-8 Main Road, Maddox Cove to see if they are interested in moving forward with an amendment to the town plan to allow for this development.
8		#11 The no parking signs close to the intersection of Old Maddox Cove Road and Main Road Maddox Cove have been erected.
9		#22 Capital Works Project – Lift Stations SNC Lavalin has recently informed the town that the pump at the lift station on Southside Road is very old and needs to be replaced. The town was informed that there are not enough funds left over from the Capital Works Project – Water Valve Replacement to cover the cost of the control panel and the new pump. There will be a short fall of approximately \$18,000. Because there are two current Capital Works Project moving forward for the town for the lift stations, there would be funds available from the Capital Works Project – Lift Station Retrofits to purchase and install a new pump at the lift station on Southside Road. It will take some coordination between Municipal Affairs, staff and the engineers but the pump should be covered under the new Capital Works Project – Lift Station Retrofits.
10		#29 The approximate cost for new laptop for councillors would be \$800-\$1000 each. The finance committee will look at this when they do the 2021 budget.
11		#30 The wash-out on the Main Road in Maddox Cove has been fixed.
12		#33 The CAO will inform council when the probationary period for the new part-time labourer position is close.
13		#35 Shed/building for Parking Area – Skinner’s Hill Shed City could not deliver the shed before 6 – 8 weeks. Staff contacted a couple of other contractors who stated that they were too busy to build the shed before 4-6 weeks. Staff contacted Raymond’s Contracting who quoted to build the shed at \$3000.00 plus tax. This was \$227.00 less than the original quote. Raymond’s Contracting stated they could have the shed ready in a week. Raymond’s Contracting was given the contract to build the shed.

	TONIGHT'S AGENDA	
14		<p>Request from The Telegram to place a flyer kiosk next to the super mail boxes by the Town Office.</p> <p>Motion #194 David Green/Lynn Hearn</p> <p>Proposed to approve to place a flyer kiosk next to the super mail boxes by the Town Office on a trial basis. If there are any issues with garbage or congestion the town may reconsider. All in favor, motion carried.</p>
15		<p>Old Maddox Cove Road – Award Engineer</p> <p>Motion #195 Lynn Hearn/Sam Stack</p> <p>Proposed to award SNC Lavalin as the engineering firm for road repairs for Old Maddox Cove Road. All in favor, motion carried.</p>
16		<p>Application to build privacy fence at 144 Main Road, Maddox Cove (App #A2020-64). Mayor Lee inspected the area.</p> <p>It was noted that the town's by-law only allows a fence height of 6'. The applicant is requesting to construct a 10' privacy fence with only the posts being permanent. Mayor Lee noted that the application is basically for a barrier not a fence.</p> <p>Motion #196 Sam Stack/Lynn Hearn</p> <p>Proposed to approve the application for a privacy/safety barrier 144 Main Road, Maddox Cove (App #A2020-64). All in favor, motion carried.</p>
17		<p>Application to build extension to house at 6A Long Run Road (App #A2020-58). The Inspections and Development Committee and staff have inspected the area and signed off on the application. The applicant is replacing a section of the home that was torn down recently. They are also requesting a small extension (4ft) on the side of the home.</p> <p>Deputy Mayor Stack noted he had some concerns over the right of way in the area.</p> <p>Motion #197 Sam Stack/David Green</p> <p>Proposed to approve the application to build extension to house at 6A Long Run Road (App #A2020-58) with the stipulation that no part of the extension be erected on the right of way. All in favor, motion carried.</p>
18		<p>Application for an approval in principle to build a pier and slipway at 10D Main Road, Petty Harbour (App # A2020-60). The Inspections and Development Committee and staff have inspected the area and signed off on the application. The applicant would have to get an approval and a permit from the Department of Environment before a permit can be issued. Councillor Orren stated she was in a conflict but asked to stay in her seat as she did not want to move around due to Covid-19. Mayor Lee noted that the pier can only be out over the water 15' and would not be able to extend any further than the 15'.</p> <p>Motion #198 Sam Stack/David Green</p> <p>Proposed to approve the application in principle with the stipulation that it is approved by the Department of Environment. All in favor, motion carried. (Councillor Orren did not vote due to conflict of interest)</p>
19		<p>Application for an approval in principle to build shed on Southside Road (App #A2020-68). The Inspections and Development Committee and staff have inspected the area and signed off on the application. The applicant would have to get an approval and a permit from the Department of Environment before a permit can be issued. It was noted that the property is in three names. The application would have to be signed by all three owners. It was also noted that there is an issue with the deed. Staff have been speaking to the property owners' lawyer and they will be rectifying the problem with the deed.</p> <p>Motion #199 Sam Stack/David Green</p> <p>Proposed to defer the application until the application is signed by the three property owners and the problem with deed is rectified. All in favor, motion carried.</p>

Application to build a home at 51-59 Motion Bay Road Extension (App#2020-71). The Inspections and Development Committee and staff have inspected the area and signed off on the application. Mayor Lee noted that he had no issues during the inspection. Mayor Lee stated that the applicant has an approval for a septic field but it has since expired. Mayor Lee also noted that the town would have to look at where the applicant connects to the water line as there are sections of this land with high embankments that could undermine the road if dug out. Mayor Lee stated that members of council and staff meet with Municipal Affairs back in 2018 when the town amendments were being made and the Department of Municipal Affairs noted they had issues with the road not being publicly maintained. The Department of Municipal Affairs requested a letter from Council stating they would not permit development until Motion Bay Road Extension was brought up to town standards. Mayor Lee noted that the Department of Municipal Affairs stated that "town standards" would be the town being able to provide services such as snow clearing, garbage and emergency service. Mayor Lee noted that the fire department has no issue with the area. Deputy Mayor Stack stated that the applicant is willing to look after snow clearing and he is willing to bring his garbage to the main road. Deputy Mayor Stack stated that council seems to be in agreement to apply for upgrades to Motion Bay Road Extension in the next round of Capital Works Projects. The CAO noted that this applicant may be willing to look after snow clearing the area but if the home is sold down the road then a new owner may not be willing to look after snow clearing. Deputy Mayor Stack noted there could be a stipulation put on the approval in principle. The CAO asked if council felt that the Department of Municipal Affairs would be in agreement to council approving this application before any upgrades were done to Motion Bay Road Extension. Councillor Green asked what if council approves and the Department of Municipal Affairs comes back and says that we cannot do that. It was also noted that this approval could be appealed by any resident. The CAO suggested that council present this development application to the Department of Municipal Affairs to see if there would be any issues before giving the approval in principle.

Motion #200 Lynn Hearn/Kim Orren

Proposed to approve the application in principle with the stipulation that the applicant take care of snow clearing of the road and bring his garbage to the main road.

Councillor Orren stated she had concerns over making decisions contra to the advice of the Department of Municipal Affairs. She stated that she had concerns over making decisions that will hold this council, future councils and residents liable to these conditions. She noted she had concerns over responsibility and liability for this council and future councils. Councillor Green stated he agreed that there are some concerns and noted that council is stuck with what the Department of Municipal Affairs have told council. Councillor Green noted that council has to prove to the Department of Municipal Affairs that the road is up to town standards. Without that, council is leaving new councils up to litigation. Councillor Green stated that he would like to see development in this area. Deputy Mayor Stack noted that not all roads in the community are up to standard. Councillor Green stated that all other roads are maintained. Councillor Green noted that Motion Bay Road Extension was the worse road in the town. Mayor Lee stated that Cavell's Lane was the worse road in the town. Mayor Lee noted that he agrees that the road needs to be upgraded but placing fill on the road is a waste of time if drainage is not done. The CAO suggested that the town give an approval in principle with the condition that a permit will only be issued once the road is upgraded. Deputy Mayor Stack suggested that council set up a meeting with the Department of Municipal Affairs to discuss allowing development on Motion Bay Road Extension.

Councillor Hearn and Councillor Orren rescinded the motion to approve the application in principle with the stipulation that the applicant take care of snow clearing of the road and bring his garbage to the main road.

Motion #201 Kim Orren/David Green

Proposed to defer the application to build a home at 51-59 Motion Bay Road Extension until council meets with the Department of Municipal Affairs. All in favor, motion carried.

Mr. Clarke (the applicant) was present in chambers and stated that he would look after his own snow clearing and garbage would not be an issue. Mayor Lee asked Mr. Clarke would he be willing to sign something stating that he would be willing to look after snow clearing and pass this stipulation along to a new owner if he sold the property. Mr. Clarke stated that he would be willing to do this.

21	Letter from resident regard the river next to 5 Main Road, Petty Harbour. The river in the area is stagnate and is smelling. Staff contacted Newfoundland Power who informed staff that they would not do anything with the river as they did not do anything that caused the problem. Mayor Lee noted that there was a berm that Newfoundland Power erected in the past that is causing the water in this section of the river not to flow and become stagnate. Council will set up a meeting with Newfoundland Power to discuss.
22	Tender results for old pick-up truck. The Town received one bid on the old pick-up truck in the amount of \$1,700.00. Motion #202 David Green/Sam Stack Proposed to accept the bid for the old pick up truck in the amount of \$1,700.00. All in favor, motion carried. It was noted that the vehicle will only be turned over to the new owner once the garbage truck is repaired and payment is made.
23	Ron Weir Memorial Ball Park – Mowing of grass Deputy Mayor Stack noted that he was opposed to this but also stated that he likes the idea of the ball field being mowed for residents. He stated that the community already has a couple of spaces opened such as the Bidgood's Cove. He stated he does not think the grass will die if left all summer. Councillor Orren stated that the grass will die if not cultivated. She stated we may not need to mow as often but it should be mowed. Motion #203 David Green/Sam Stack Proposed for the new part-time labourer be called in to mow the grass at the Ron Weir Memorial Ball Park. All in favor, motion carried.
24	Debris/condition at 10D Main Road, Petty Harbour. Councillor Orren noted that members of Fishing for Success were supposed to be present to discuss this issue with council but they had another event to attend. Councillor Orren asked if this item can be placed on the agenda for the next meeting. Motion #204 David Green/Lynn Hearn Proposed to defer this until the next meeting. All in favor, motion carried.
25	Resolution for Capital Works Project - Lift Station Retrofits. Motion #205 David Green/Kim Orren Proposed to accept cost-shared funding as outlined in the Municipal Affairs and Environment Project approval letter dated May 19, 2020 to complete Lift Station retrofits (Project #17-GI-21-00018) for \$221,000. The Town of Petty Harbour/Maddox Cove agrees to provide 10% in funding for this project and authorizes the Mayor and CAO to enter into a funding agreement with the Department of Municipal Affairs and Environment on behalf of the Town of Petty Harbour/Maddox Cove. The scope of work for this project will consists of upgrading outdated equipment in three lift stations in the Town of Petty Harbour-Maddox Cove and replacement of pumps for lift stations. All in favor, motion carried.
26	Update on revitalizing the Development Corporation and AGM. The town was contacted by Jeff Elliott with regard to the revitalization of the Development Corporation. Mr. Elliott informed the town that he had several people interested in sitting on the committee. Mr. Elliott was requesting to have an AGM at the community centre. Mr. Elliott also stated that he could have the AGM at Bidgood's Cove. Council agreed that the AGM for the Development Corporation cannot take place at the community centre as the centre is closed due to Covid-19. Mr. Elliott can have the AGM at Bidgood's Cove. Staff will inform Mr. Elliott that he would need to have the former chairperson chair the AGM and election of officers.
27	Request for speed bumps – Hamlyn Heights Council agreed to take one of the speed bumps on Motion Bay Road (Currently 3) and move to Hamlyn Heights. It was also agreed to post a “dead end” sign at the beginning of this road also.
28	Ratify Paving Quote. Two quotes received Formac 2002 Ltd. - \$22,944.00 +HST Bishop's Paving \$24,600.00 + HST Motion #206 Lynn Hearn/David Green Proposed to accept the quote from Formac 2002 Ltd. in the amount of \$22,944.00. All in favor, motion carried.
29	The Foreperson's Report was tabled On July 3, 2020 staff were pulled in by the highway enforcement. There were a couple of violations and potential tickets that the enforcement officer was considering issuing to a sum of \$1900.00. Staff were informed the truck was not to be driven and needed to be towed. Staff called to get a tow truck and were

		<p>informed that it was going to be a 4 hour wait. Staff then called Danny Layden to help speed up the arrangement of a tow truck, which he did, and the tow truck was there within 30 minutes. Danny then made a call to the ticketing officer and explained to him the town's situation and that we are just waiting on a new truck to be delivered in the coming days. The officer did not issue any tickets to the town just warning tickets. The foreman requested the town send Mr. Layden a token of appreciation.</p> <p>Motion #207 Sam Stack/David Green Proposed to purchase a \$200.00 gift card for Mr. Layden. All in favor, motion carried.</p>
30		<p>Expense claim for Stephanie Stack in the amount of \$30.00 was tabled.</p> <p>Motion #208 David Green/Lynn Hearn Proposed expense claim for Stephanie Stack in the amount of \$30.00 be approved. All in favor, motion carried.</p>
31		<p>Expense claim for Jackie Connolly (flowers for community) in the amount of \$1,285.20 was tabled.</p> <p>Motion #209 David Green/Sam Stack Proposed expense claim for Jackie Connolly in the amount of \$1,285.20 be approved. All in favor, motion carried.</p>
32		<p>Bills in the amount of \$20,760.55 were tabled.</p> <p>Motion #210 Sam Stack/Lynn Hearn Proposed to pay bills in the amount of \$20,760.55 All in favor, motion carried.</p>
	NEW BUSINESS	
33		<p>Councillor Orren noted that there are two abandoned cars in the laneway by 10B Main Road, Petty Harbour. She noted that when the town was filling in the lane with gravel these vehicles were in the way. It was noted that this is not the town's property and the RNC will not do anything unless the vehicles are stolen.</p>
34		<p>Councillor Orren informed council that this Saturday Fishing for Success will be holding a function for Museum Day. She asked council to drop by for a visit/tour. Councillor Orren also informed council that there is a new pride dory at Fishing for Success. It was built by volunteers with Youth Cod Fishery and in conjunction with the wooden Boat Museum. It was painted by Canada Summer Jobs youth and donated to Fishing for Success.</p>
35		<p>Councillor Green noted that the next bulk garbage pickup should be staggered between Petty Harbour and Maddox Cove so that the whole community does not have bulk garbage out at the same time. Council will look at this during the next bulk clean up.</p>
36		<p>Accessibility Grant Former resident of Petty Harbour/Maddox Cove – Courtney Clarke has been volunteering to help the town acquire some accessibility grants. She recently helped staff with acquiring funds for the wheelchair accessible pathway and picnic area at Bidgood's Cove and has recently been in talks with the town to apply for another grant that will have new accessible doors installed to the main entrance and wheelchair accessible washroom of the community centre. It was noted that a small token of appreciation would be a nice gesture to send to Courtney.</p> <p>Motion #211 David Green/Kim Orren Proposed to purchase a \$100 gift card for Courtney as a token of appreciation. All in favor, motion carried.</p>
37		<p>Council will set up a meeting with the Cribbies Park Committee after the Development Corporations AGM.</p>
38		<p>The town received a request from the Municipalities NL for municipalities to send a letter to the federal and provincial governments to lobby for emergency operational funding related to Covid-19. Staff will send out these letters.</p>
39		<p>Motion #212 Sam Stack/David Green Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:30pm.</p>

Sam Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____