

REGULAR MEETING
MONDAY JUNE 12, 2023
AGENDA

1. Minutes of May 29, 2023
2. Business Arising
3. Request to speak re: debris at 48 Main Road, Petty Harbour
4. Application (A2023-45) to excavate property at 54-56 Cribbies Road
5. Application (A2023-46) to re-grade and pave driveway at 34 Long Run Road
6. Application (A2023-47) to build a fence at 91 Motion Bay Road
7. Application (A2023-48) to excavate property at 29A Cribbies Road
8. Application (A2023-49) to move shed at 59 Main Road, Maddox Cove
9. Application (A2023-50) to construct a deck at 49 Cribbies Road
10. Revision to Policy #25 Commercial Garbage Policy
11. Capital Works Project Swales Reduce Scope – List of swales
12. Draft Financial Statements
13. Letter from the Mini Aquarium Re: Support for the Aquarium
14. Quote for repairs to playground in Maddox Cove
15. A letter requesting support from the “Way Home Campaign”
16. Motion Bay Road Ext – Design Drawings
17. Foreperson’s Report
18. Expense Claims
19. Bills
20. New Business
21. Adjourn

BILLS
June 12, 2023

Canoe (Office Supplies Expense)	\$345.48
Bell Mobility (Cell Phone Expense)	\$347.15
City of St. John's (Fire Protection Expense)	\$55,834.25
Orkin (Pest Control)	\$71.60
Reprographics (Office Expense)	\$399.20
BioMaxx (Sewer Monitoring Expense)	\$6,106.50
CIBC (Cleaning Supplies & Postage Expense)	\$798.80
Bennett's Home Hardware (R&M Building Expense)	\$55.74
Brenntag (Water Infrastructure Expense)	\$4,074.89
Bidgood's (Office Expense)	\$36.57
Hotwater Systems (R&M Building Expense – mini split maintenance)	\$232.88
Hickey's Timbermart (Cleaning Supplies Expense)	\$78.19
Irving (Gas Expense)	\$1,991.56
John Layden Trucking (Water & Road Maintenance Expense)	\$977.50
Modern Paving (Road Maintenance Expense)	\$528.22
MFB Trucking (Road Maintenance Expense)	\$690.00
Sage (Office Expense)	\$1,376.55
Rodco (Sewer Expense)	\$4,025.00
T&D Enterprises (Truck Expense)	\$159.85
NF Power (Hydro & Street Lighting Expense)	<u>\$5,084.82</u>
TOTAL	\$83,214.75

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY JUNE 12, 2023

PRESENT: Ron Doyle, Rick Raymond, Ed Dyke, Melissa Pardy, Agatha Stack-Balsom, Irene Stack, Beatrice Burry, and Stephanie Stack

#		ITEM
1		Mayor Doyle brought the meeting to order at 6:30pm.
2		Minutes of May 29, 2023 were tabled. Motion #186 Melissa Pardy/Agatha Stack Balsom Proposed to accept minutes of May 29, 2023. All in favor, motion carried.
	BUSINESS ARISING	
3		#4 The water hook-up for Cribbies Park will start tomorrow.
4		#27 The public consultation for the proposed amendment to the town plan regarding 11 Cribbies Road was sent out to the public for comment.
5		#34 There are two more no parking signs to be erected on Motion Bay Road by the Ron Weir Memorial Ball Park.
	TONIGHT'S AGENDA	
6		Request to speak from Jerry Hearn – Re: debris at 48 Main Road, Petty Harbour. Mr. Jerry Hearn was not present. Stephanie Stack left chambers at 6:35pm due to a conflict of interest. Councillor Dyke noted that there was very little or no progress with the clean-up of the property. Council recommended to send the owner a letter giving him another two weeks to have the property cleaned up. Mr. David Stack was also present in chambers and stated that the major problem in the area is the garbage being left on the ground. He stated that it is unsanitary and is bringing rodents around. Councillor Dyke asked about appropriate disposal of compost and if there was a town policy on composting. It was noted that there was no policy in place. Councillor Stack and Councillor Pardy stated that this is a garbage issue not a composting issue. Motion # 187 Ed Dyke/Agatha Stack Balsom Proposed to send a letter to the property owner at 48 Main Road, Petty Harbour stating that the property had to be cleaned up within two weeks (June 26, 2023). All in favor, motion carried. Stephanie Stack returned at 6:41pm.
7		Application (A2023-45) to excavate property at 54-56 Cribbies Road. The Inspections & Development Committee inspected the area and signed off on the application. It was noted that the pathway that was required to be cleared and this is now complete. Councillor Dyke noted that this application is for excavation only (grubbing off and levelling). It is in no way an approval to build. The applicant must apply to the town for a building permit and depending on where the applicant will be entering her property (Cribbies Road or Motion Bay Road Extension) there may be different conditions applied as that section of Motion Bay Road Extension is not developed. Motion #188 Ed Dyke/Agatha Stack Balsom Proposed to approve the application (A2023-45)to excavate property at 54-56 Cribbies Road. Staff will attach the legal letter that the applicant will be required to sign if they develop their access on Motion Bay Road Extension. All in favor, motion carried.
8		Application (A2023-46) to re-grade and pave driveway at 34 Long Run Road, Petty Harbour. Councillor Stack Balsom noted that she is in a conflict of interest as this is her property. Motion #189 Ed Dyke/Rick Raymond Proposed that Councillor Stack Balsom is in a conflict of interest when discussing this issue. All in favor, motion carried. Councillor Stack Balsom left chambers at 6:46pm. Councillor Stack noted that she may also be in a conflict as this is her aunt by marriage. Motion #190 Ed Dyke/Rick Raymond

		<p>Proposed that Councillor Stack Balsom is in a conflict of interest when discussing this issue. No one in favor, motion defeated.</p> <p>The Inspections & Development Committee inspected the area and signed off on the application. The applicant has received a permit from the Department of Transportation and Infrastructure to complete this work.</p> <p>Motion #191 Ed Dyke/Melissa Pardy Proposed to approve the application (A2023-46) to re-grade and pave driveway at 34 Long Run Road, Petty Harbour. All in favor, motion carried. Councillor Stack Balsom returned to chambers at 6:48pm.</p>
9		<p>Application (A2023-47) to build a fence at 91 Motion Bay Road. The Inspections & Development Committee inspected the area and signed off on the application. It was noted by the Inspections and Development Committee that the height of the fence be a maximum of 6ft.</p> <p>Motion #192 Ed Dyke/Beatrice Burry Proposed to approve the application (A2023-47) to build a fence at 91 Motion Bay Road. The maximum height for the fence is 6 feet. All in favor, motion carried.</p>
10		<p>Application (A2023-48) to excavate property at 29A Cribbies Road. Deputy Mayor Raymond noted that he is in a conflict of interest as this is his property.</p> <p>Motion #193 Beatrice Burry/Agatha Stack Balsom Proposed that Deputy Mayor Raymond is in a conflict of interest when discussing this issue. All in favor, motion carried. Deputy Mayor Raymond left chambers at 6:49pm.</p> <p>The Inspections & Development Committee inspected the area and signed off on the application. Councillor Dyke noted that some of the work is being completed in the right of way between Mr. Raymond's and Ron Doyle's property. Mayor Doyle noted that he has no issue with the proposed work.</p> <p>Motion #194 Ed Dyke/Irene Stack Proposed to approve the application (A2023-48) to excavate property at 29A Cribbies Road. All in favor, motion carried.</p> <p>Deputy Mayor Raymond returned to chambers at 6:51pm.</p>
11		<p>Application (A2023-49) to relocate shed at 59 Main Road, Maddox Cove. The applicant meets the requirements for accessory buildings in the residential zone. The Inspections & Development Committee inspected the area and signed off on the application. Councillor Dyke noted that the applicant not interfere with the drain in the area.</p> <p>Motion #195 Ed Dyke/Agatha Stack Balsom Proposed to approve the application (A2023-49) to relocate shed at 59 Main Road, Maddox Cove. The applicant must not interfere with the drain in the area. All in favor, motion carried.</p>
12		<p>Application (A2023-50) to construct a deck at 49 Cribbies Road. Councillor Stack Balsom noted that she may be in a conflict of interest as this is her nephew.</p> <p>Motion #196 Rick Raymond/Melissa Pardy Proposed that Councillor Stack Balsom is in a conflict of interest when discussing this issue. Mayor Doyle, Councillor Pardy, Councillor Burry, Deputy Mayor Raymond in favor. Councillor Dyke and Councillor Stack not in favor. Motion carried. Councillor Stack Balsom left chambers at 6:57pm.</p> <p>Councillor Stack noted that she may also be in a conflict as this is her brother in law.</p> <p>Motion #197 Rick Raymond/Ed Dyke Proposed that Councillor Stack is in a conflict of interest when discussing this issue. All in favor, motion carried. Councillor Stack left chambers at 6:58pm.</p> <p>The Inspections & Development Committee inspected the area and signed off on the application. Applicant must stay 1.5 meters from their boundary.</p> <p>Motion #198 Rick Raymond/Beatrice Burry Proposed to approve the application (A2023-50) to construct a deck at 49 Cribbies Road. All in favor, motion carried.</p>
13		<p>Revision to Policy #25 Commercial Garbage Policy. The draft policy was reviewed by council. Councillor Pardy stated that she felt that the bins should be made of heavy plastic or</p>

	<p>metal. Councillor Stack suggested that it be from a non-organic material. Councillor Pardy noted that there are some smaller businesses that may not require a metal bin for garbage. For example, Herbie's Olde Shoppe. Councillor Dyke noted that the town can pick which ones require a metal bin. The CAO noted that the policy should be specific so that it defines which businesses require a metal bin and which ones do not. It was noted that the policy could say that only establishments that have a food license are required to have a commercial bin. It was noted that the town has a wooden garbage bin at the community centre and this should be changed.</p> <p>Staff will draft the policy again stating that the material for the bins should be made of non-organic material and only establishments with a food preparation license will be required to have a commercial bin.</p>
14	<p>Capital Works Project – Storm Runoff Remediation and Mitigation (Project#17-GI-23-00093).</p> <p>Council was presented with a list of swales that were to be completed for this project. The list was in order of importance according to the town's foreperson:</p> <ul style="list-style-type: none"> #1 Motion Bay Road Extension #2 Cribbies Road #3 Church Lane #4 Skinner's Hill #5 Motion Bay Road #6 Oceanview Boulevard #7 Motion Bay Road Sub-Division #8 Cribbies Road/War Memorial <p>As the engineering cost for this project has come in well over budget, the town must reduce the scope of work in order to go back out to tender.</p> <p>Motion #199 Rick Raymond/Melissa Pardy</p> <p>Proposed to reduced the scope of work for the Capital Works Project – Storm Runoff Remediation and Mitigation (Project#17-GI-23-00093). The town will remove the work being completed on Oceanview Boulevard, Motion Bay Road Sub-Division and Cribbies Road/War Memorial. All in favor, motion carried.</p>
15	<p>Draft Financial Statements for the town's Regular Account and Gas Tax Account were tabled.</p> <p>Motion #200 Irene Stack/Agatha Stack Balsom</p> <p>Proposed to approve the 2022 Draft Financial Statements for the town's Regular Account and Gas Tax Account. All in favor, motion carried.</p>
16	<p>Request for support from the Mini Aquarium</p> <p>Motion #201 Ed Dyke/Beatrice Burry</p> <p>Proposed to approve a donation in the amount of \$500.00 for the mini aquarium for 2023 season. All in favor, motion carried.</p>
17	<p>A quote for repairs to the Sarah Chafe Memorial Playground were tabled in the amount of \$4,500.00 plus HST. It was noted that there are some funds in the budget that could cover these costs. The town only received one quote for this work. The foreman noted that he had difficulty finding another contractor to quote.</p> <p>Motion #202 Melissa Pardy/Agatha Stack Balsom</p> <p>Proposed to approve the quote for repairs to the Sarah Chafe Memorial Playground in the amount of \$4,500.00 plus tax. All in favor, motion carried.</p>
18	<p>A letter requesting support from the "Way Home Campaign". This is a campaign to replace the . Regional SPCA St. John's, facility.</p> <p>Councillor Dyke note that the request was unclear as the letter just stated support. Councillor Dyke noted he would like more information before making a decision.</p> <p>Motion #203 Melissa Pardy/Beatrice Burry</p> <p>Proposed not to contribute to this campaign at this time. Mayor Doyle, Councillor Pardy, Councillor Burry, Deputy Mayor Raymond and Councillor Stack in favor. Councillor Dyke not in favor. Motion carried.</p>
19	<p>Capital Works Project – Motion Bay Road Extension</p> <p>The town received the design drawing for the Capital Works Project – Motion Bay Road Extension from Dynamic Engineering. It was noted that the town met with Dynamic Engineering on June 8, 2023, to review the drawings.</p> <p>Motion #204 Agatha Stack Balsom/Ed Dyke</p> <p>Proposed to accept the drawings from Dynamic Engineering for the Capital Works Project – Motion Bay Road Extension. All in favor, motion carried.</p> <p>Councillor Dyke noted that the town will need to meet with Mr. Tom Clarke with regard to his property. Mr. Clarke was present in chambers and agreed to meet with the town and the engineer. Mr. Clarke asked for a copy of the design drawings. The</p>

		<p>CAO Stephanie Stack noted she will forward them to Mr. Clarke.</p> <p>It was also noted that Dynamic Engineering will draft a letter to the residents of Oceanview Boulevard to inform them of the project. Dynamic will also give the town the coordinates of the drain in order to have it surveyed and titled. Staff will speak to the town lawyer with regard to this.</p>
20		<p>Foreperson's Report was tabled.</p> <p>Motion #205 Agatha Stack Balsom/Irene Stack</p> <p>Proposed to accept the foreperson's report. All in favor, motion carried.</p>
21		<p>Expense claim for Stephanie Stack in the amount of \$30.00.</p> <p>Motion #206 Ed Dyke/Agatha Stack Balsom</p> <p>Proposed to pay the expense claim for Stephanie Stack in the amount of \$30.00. All in favor, motion carried.</p>
22		<p>Bills in the amount of \$83,214.75 were tabled.</p> <p>Motion #207 Agatha Stack Balsom/Rick Raymond</p> <p>Proposed to pay the bills in the amount of \$83,214.75. All in favor, motion carried.</p>
	NEW BUSINESS	
23		<p>Deputy Mayor Raymond noted that there is a drain on Motion Bay Road Extension that has been blocked off. The area is by civic number 10 Motion Bay Road Extension. Staff will look into this.</p>
24		<p>There is a wash-out at 43 Cribbies Road. The area needs to be cleaned up. Staff will look into this.</p>
25		<p>Deputy Mayor Raymond noted that the road up by Beer Pond (the town's water supply) is washed out. He stated that it is in need of repair as the water main is in this area and potentially may get exposed. Deputy Mayor Raymond stated that a ditch/drain needs to be made in the area to direct the water. Deputy Mayor Raymond will investigate the area with staff.</p> <p>Motion #208 Rick Raymond/Irene Stack</p> <p>Proposed to have drain completed in this area to alleviate the washouts to the road. All in favor, motion carried.</p>
26		<p>Councillor Dyke noted that there are some potholes in the community that need asphalt or cold patch. Councillor Parry noted that there are potholes on Southside Road by Cavell's Lane that need to be fixed. Councillor Dyke stated he will go around with staff to see what potholes need to be repaired.</p>
27		<p>Councillor Dyke asked if the town could contact the Department of Transportation and Infrastructure with regard to guard rail by 59 Main Road, Maddox Cove and the shoulder of the road across from Cove Lane. The town will also ask about the issue with the road by 97 Main Road, Petty Harbour. Staff will contact the Department of Transportation and Infrastructure. The CAO noted that staff were speaking with the Department of Transportation and Infrastructure regarding the condition of Long Run Road. The department stated that they will be looking into this as the road needs to be resurfaced and then repaved.</p>
28		<p>It was noted that the shoulder by Tinkers Ice Cream Shop is bad. Staff will place some crush stone in the area.</p>
29		<p>Councillor Dyke noted that there are some potholes on the wharf by the watershed that are bad. It was noted that this is private property.</p>
30		<p>Councillor Stack stated that there is a problem with the open grate on Cribbies Road by civic #43 Cribbies Road. Deputy Mayor Raymond stated that there may need to be a hole cut in the concrete to catch the water and a swale placed in the area. Deputy Mayor Raymond will look into this with staff.</p>
31		<p>It was noted that the removal order for 31 Main Road is up on June 16, 2023. There is no progress on this property. Staff will contact the lawyer after June 16, 2023 to see what the next steps are.</p>
32		<p>Mayor Doyle noted that the town still has fireworks. The town will see if Recreation would like to use these fireworks for Canada Day Celebrations.</p>
30		<p>Motion #209 Rick Raymond/Irene Stack</p> <p>Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:00pm.</p>

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____