

REGULAR MEETING
MONDAY JUNE 17, 2019

1. Minutes of June 3, 2019
2. Business Arising
3. Application to operate a tourism accommodation at 24A Skinner's Hill
4. Application for Fishing for Success to construct a wheelchair accessible fishing pier
5. Application to replace walkway and steps at 28 Cribbies Road
6. Application to build a jetty/boat tie-up at Civic #60C Main Road, Petty Harbour
7. Application to build a patio at 125 Main Road, Maddox Cove
8. Review of fencing Regulation/By-law
9. Accessory Building Water Taxation Policy
10. Expense claims
11. Bills
12. New Business
13. Adjourn

BILLS

Bell Mobility (Cell Phone Expense)	\$184.58
Big Erics (Cleaning Supplies Expense)	\$267.03
Impact Signs (Road Maintenance Expense)	\$268.64
Dallas Mercer Consulting (Employee Training Expense)	\$672.75
Emco (Water & Sewer Expense)	\$247.08
John Layden Trucking (Road Maintenance Expense)	\$790.63
Irving Oil Marketing (Gas Expense)	\$1,611.14
Kirkland Balsom & Associates (Professional Fees Expense)	\$5,692.50
Kent (Miscellaneous Expense)	\$229.43
MFB Trucking (Water & Sewer Expense)	\$1,423.13
Modern Paving (Road Maintenance Expense)	\$350.73
McDonald's Home Hardware (R&M Building Expense)	\$114.29
NF Power (Hydro Expense)	\$2,944.86
North Atlantic Supplies (Employee Clothing Expense)	\$999.35
Orkin (Pest Control Expense)	\$79.35
Staples (Office Expense)	\$439.88
SNC Lavalin (Professional Fees Expense)	\$28,997.95
CBCL (Professional Fees Expense)	\$1,127.58
City of St. John's (Garbage Expense)	\$2,355.19
Xylem Solutions (W & S Expense)	\$4,213.61
Afonso Group (Water & Sewer Expense)	<u>\$483.00</u>
TOTAL	\$53,492.70

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY JUNE 17, 2019

PRESENT: Sam Lee, Sam Stack, Rick Raymond, Harry Chafe, Linda Hearn, David Green, Kimberly Orren and Stephanie Stack

#		ITEM
1		Mayor Lee brought the meeting to order at 6:30pm.
2		<p>Minutes of June 3, 2019 were read.</p> <p>Councillor Orren noted that her name needed to be removed from being present at the June 3, 2019 meeting as she was not present.</p> <p>Motion #213 Harry Chafe/David Green</p> <p>Proposed minutes of June 3, 2019 be approved with the change. All in favor, motion carried.</p>
	BUSINESS ARISING	
3		<p>#5 The town was successful in having the excess funds from the Capital Works Project – Valve Replacement PH repurposed to use to replace the water valves in Maddox Cove and to make repairs to the lift stations. There was some discussion with regard to replacing all the hydrant valves in Petty Harbour instead of the replacing valves in Maddox Cove and the lift stations. There are approximately 18 hydrant valves to be replaced. It was noted that the hydrants are flushed on a regular basis and the valves seem to be working fine. The CAO noted that the lift station would be more of a priority than the hydrant valves. It was also noted that if the town wanted to change the scope of work they would have to reapply to the department for approval. It was decide to move forward with the project as originally applied for, which was the replacement of water valves in Maddox Cove and to make repairs to the lift stations.</p>
4		<p>#6The request for tenders for the parking area on Skinner’s Hill has been advertised in the Telegram on Saturday June 15. The request for tender will be open for 2 weeks. Once a contractor is selected the project should start immediately.</p>
5		<p>#8 Council will meet with the town’s engineer on Wednesday June 19th at 4:00 to discuss Motion Bay Road Extension.</p>
6		<p>#10 The cost to repair the overflow pipe at the lift station by the Fisherman’s Centre will be \$1000.00 for materials (one 18’pipe) and an hourly rate for labour/equipment. It was noted that the project may run into additional costs depending on the condition of the rest of the pipe once it is excavated. Mayor Lee asked if the contractor could only replace the section of the pipe that is deteriorated. For example, if the deterioration ends at 6 feet, cut the pipe and connect 6 feet of new pipe. The CAO will discuss this with the foreman and the contractor.</p>
7		<p>#11 The contractor will start the roof as soon as the weather breaks.</p>
8		<p>#15 The traffic mirror for Skinner’s Hill has been ordered and should be in this week.</p>
9		<p>#17 The culvert at the intersection of Long Run Road and Southside Road has been installed. Rocks have been placed at the end of the culvert and covered over with fill. The foreman has inspected the area and noted there were no issues.</p> <p>Look-out in Maddox Cove – The look-out area in Maddox Cove has been opened to the public. A sign has been placed in the area with regard to steep drop off. Deputy Mayor Stack noted that the open to the look-out should be wider. Staff will have another section of guard rail removed. Councillor Green noted that there may be a concern with regard to overnight parking in the area.</p>
10		<p>#34 The foreman inspected the culvert by the chlorine station. The culvert is in disrepair and will need to be replaced in the future. This item will be added for discussion for the 2020 budget as there is no immediate concern to have it replaced.</p>
11		<p>#38 The town has not heard back from the Harbour Authority with regard to the waterfront bulk garbage pick-up.</p>

12		#40 The drains on Shore Lane by Bernard Martin's will be cleaned out on Wednesday June 19, 2019.
13		#41 The road sweeping, line painting and speed bumps will be completed this week.
	TONIGHT'S AGENDA	
14		<p>Application to operate a tourist accommodation at 24A Skinner's Hill. A notice was sent out to the public as this is a new business. No responses were received. Councillor Green left chambers due to a conflict of interest at 6:58pm.</p> <p>Motion #214 Sam Stack/Rick Raymond Proposed to approve the application to operate a tourist accommodation at 24A Skinner's Hill in principle with the condition that the applicant be licensed through the provincial government. All in favor, motion carried. Councilor Green returned to chambers at 7:00pm.</p>
15		<p>Application for Fishing for Success to construct a wheelchair accessible fishing pier at 10D Main Road, Petty Harbour. Councillor Orren left chambers due to a conflict of interest at 7:00pm.</p> <p>There was some discussion with regard to how far out over the water this pier would extend. It was noted that this application would have to be approved by the Harbour Authority and the Department of Municipal Affairs and Environment prior to a permit being issued. Councillor Raymond suggested that the Inspections and Development along with the Harbour Authority meet with the applicant on site to discuss the application.</p> <p>Motion #215 Sam Stack/Lynn Hearn Proposed to defer the application until the Inspections and Development Committee along with the Harbour Authority meet with the applicant on site to discuss the application. All in favor, motion carried. Councillor Orren returned to chambers at 7:10pm.</p>
16		<p>Application to replace walkway and steps at 28 Cribbies Road. The Inspections and Development Committee along with staff inspected the area and signed off on the application.</p> <p>Motion #216 Rick Raymond/Harry Chafe Proposed to approve the application to replace walkway and steps at 28 Cribbies Road. All in favor, motion carried.</p>
17		<p>Application to build a jetty/boat tie-up at civic #60C Main Road, Petty Harbour. Staff have inspected the area and have signed off on the application. The Harbour Authority have informed the town that they have no concerns with regard to this application. Councillor Orren noted that the structure has to be 1.5 metres from the property owner's boundary.</p> <p>Motion #217 Sam Stack/Rick Raymond Proposed to approve the application to build a jetty/boat tie-up at civic #60C Main Road, Petty Harbour in principle with the condition that it be approved by the Department of Municipal Affairs and Environment. All in favor, motion carried.</p>
18		<p>Application to build a patio at 125 Main Road, Maddox Cove. The Inspections and Development Committee along with staff inspected the area and signed off on the application.</p> <p>Motion #218 Rick Raymond/Harry Chafe Proposed to approve the application to build a patio at 125 Main Road, Maddox Cove. All in favor, motion carried.</p>
19		Review of fencing regulations/by-law. Staff tabled a revised draft fencing regulations/by-law. Council will review and discuss at the next meeting.
20		<p>Accessory Building Water Taxation Policy Councillor Orren asked for this to be placed on the agenda to discuss the addition to the policy that would address the issue of a property owner having two sheds on their property and water being supplied to both sheds. Councillor Orren noted that a property in this situation should not be charged for water to both sheds on the same property. Staff will make this addition to the policy and bring forward to the next meeting for approval.</p>
21		<p>Expense Claims Motion #219 Rick Raymond/Lynn Hearn Proposed to approve expense claim for Stephanie Stack in the amount of \$30.00. All in favor, motion carried.</p> <p>Motion #220 Sam Stack/David Green</p>

		<p>Proposed to approve expense claim for Cyril Whitten in the amount of \$40.00. All in favor, motion carried.</p> <p>Motion #221 Harry Chafe/David Green Proposed to approve expense claim for Glen Whitten in the amount of \$20.00. All in favor, motion carried.</p> <p>Motion #222 Rick Raymond/Harry Chafe Proposed to approve expense claim for Matthew Chafe in the amount of \$596.84. All in favor, motion carried.</p>
22		<p>Bills in the amount of \$53,492.70 were tabled.</p> <p>Motion #223 Rick Raymond/ Harry Chafe Proposed to pay bills in the amount of \$53,492.70. All in favor, motion carried.</p>
	NEW BUSINESS	
23		<p>Councillor Green noted that the guard rail across from 50 Southside Road needs to be repaired. Staff will look into this. Councillor Green also noted that there are potholes in this area that need to be fixed also.</p>
24		<p>Councillor Green noted that the entrance to the town office is undesirable. Staff will get a price for someone to design a layout for the town entrance. These renovations could then be placed in the budget for 2020.</p>
25		<p>Councillor Orren noted that there is a trampoline erected in the maintained parking area across from 10 B and 10 C Main Road, Petty Harbour. It was noted that this area is crown land. Mayor Lee noted that the town does not maintain this parking area. He noted that the town does maintain the laneway but does not maintain the parking area. Councillor Orren noted that trampoline is in an unsafe location. Councillor Hearn noted that the town could possibly send a letter to the owner. Mayor Lee suggested that staff inspect to see if there is an issue with the location of the trampoline with regard to traffic entering and exiting the laneway. If there is an issue staff will send a letter to the property owner.</p>
26		<p>Councillor Orren noted that she has received complaints over the billboard sign at the convenience store in Maddox Cove. Councillor Chafe and Deputy Mayor Stack noted that they did not see any issue with the sign. It was also stated that council has already issued a permit for this and it meets the town's sign regulations.</p>
27		<p>Staff will set up a time for the Finance Committee to meet to review the budget.</p>
28		<p>Mayor Lee noted that the summer meeting schedule will commence after this meeting. He noted the next meeting will take place on July 8, 2019. Councillor Orren and Mayor Lee noted that they will not be present at this meeting.</p>
29		<p>Councillor Hearn requested that council attend the Canada Day celebrations if available. Councillor Hearn also noted that recreation will be placing a Canada Day Banner on the Town Office steps.</p>
30		<p>Mayor Lee noted that the "There but not There" silhouettes at the War Memorial are rusty. Staff received a quote to have these silhouettes powder coated. The cost is \$800 per silhouette. Council noted that this is an exorbitant amount of money. Staff will get another price to have the silhouettes sand blasted and painted with rust check paint.</p>
31		<p>Council received an email from a resident with regard to the green space area by Tinker's Ice Cream shop being blocked with cars parking in the area. The email noted that rocks could be placed in the area to deter people from parking there. Mayor Lee noted that council is trying to get as many cars off the road as possible but will have staff look into the issue.</p> <p>The CAO and Mayor Lee met with an Inspector with the RNC to review the traffic issues in the town. The CAO also met with 2 inspectors from the RNC to review these issues. It was noted that the parking signs in the area have to be standardized. The RNC noted that they will be making more patrols in the area during the busy times and will issue tickets to those vehicles that are impeding traffic. Deputy Mayor Stack noted that the town should set up a meeting with Chief Boland to discuss the parking issues. Staff will send a request to the Department of Transportation & Works to get approval to place these signs on the Main Road throughout the community. Staff will get a price on the cost of the parking sign and galvanized posts.</p>
32		<p>The new Gas Tax allocations were tabled.</p> <p>Motion #224 Sam Stack/David Green Proposed to accept the new Gas Tax allocations as tabled. All in favor, motion carried.</p>

33		A letter from Ryan Maher requesting a donation as he will be attending the 2019 U19 Boys Fast Pitch Championships in Nova Scotia. Motion #225 Harry Chafe/David Green Proposed to approve a donation as per the town's donation policy. All in favor, motion carried.
34		The cheque register was tabled. Motion #226 Rick Raymond/David Green Proposed to accept the cheque register. All in favor, motion carried.
35		The foreman's report was tabled.
36		Staff will get an update on the ownership of the proposed parking area at the corner of Old Maddox Cove Road and the Main Road in Maddox Cove.
37		Motion #227 David Green/Rick Raymond Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:10pm.

Samuel Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____