

REGULAR MEETING
TUESDAY JUNE 27, 2023
AGENDA

1. Minutes of June 12, 2023
2. Business Arising
3. Request to speak – Richard Clarke 115A Main Road, Petty Harbour
4. Commissionaires – Ticketing
5. Application (A2023-37) to operate a business at 34 Motion Bay Road
6. Application (A2023-52) to pave driveway at 25 Shore Lane
7. Application (A2023-53) to construct a retaining wall at 37 Skinner’s Hill
8. Letter requesting the town develop a composting policy
9. Council meetings - Summer hours
10. Gas Tax – Lift Stations upgrades
11. Accessibility Act - Accessibility Plan
12. Revision to Policy #25 Commercial Garbage Policy
13. Foreperson’s Report
14. Expense Claims
15. Bills
16. New Business
17. Adjourn

BILLS

June 27, 2023

Stewart McKelvey (Professional Fees)	\$3,271.46
Saltwire (Advertising)	\$441.39
Rogers (Office Exp.)	\$91.92
Work Authority (Employee Clothing)	\$206.99
Printer Tec Solutions (Office Exp.)	\$56.35
John Layden Trucking (Road Maintenance)	\$1,840.00
Impact Signs (Signage)	\$258.75
Bell Aliant (Telephone Exp.)	\$612.21
CBCL Ltd. (Splash Pad)	\$3,555.80
Bennett's Home Hardware (R&M Building Expense & Cribbies Park)	\$272.24
Crane Supply (Cribbies Park Water Connection)	\$938.69
Cassie Rideout (Office Cleaning Expense)	\$350.00
Brian Scammell (Professional Fees (Auditor)	\$9,179.07
City of St. John's (Garbage Exp.)	<u>\$2,478.70</u>
TOTAL	\$23,553.57

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

TUESDAY JUNE 27, 2023

PRESENT: Ron Doyle, Ed Dyke, Melissa Pardy, Irene Stack, Beatrice Burry, and Stephanie Stack

ABSENT: Rick Raymond and Agatha Stack-Balsom

#		ITEM
1		Mayor Doyle brought the meeting to order at 6:30pm.
2		Minutes of June 12, 2023 were tabled. Motion #210 Melissa Pardy/Beatrice Burry Proposed to accept minutes of June 12, 2023. All in favor, motion carried.
	BUSINESS ARISING	
3		#3 The water hook-up has been completed at Cribbies Park.
4		#6 Stephanie Stack left chambers at 6:32pm due to a conflict of interest. Councillor Dyke stated that he visited 48 Main Road and noted some clean-up had been done but not 100%. He stated the compost is covered in a wooden box. Stephanie Stack returned to chambers at 6:33pm.
5		#19 Dynamic Engineering informed the town that he is working on costing for the different design options for the Motion Bay Road Extension Capital Works Project.
6		#25 The town recently had some work completed on the road leading to the water supply (Beer Pond). It was noted that a culvert also needs to be installed in the area. The town received a quote to have the culvert installed at a cost of \$690.00. Motion #211 Ed Dyke/Irene Stack Proposed to accept the quote from MFB Trucking in the amount of \$690.00 to install the culvert on the road to Beer Pond. All in favor, motion carried.
7		#31 Councillor Stack asked about the removal order for 31 Main Road, Petty Harbour. The CAO noted that the lawyer is still working on this.
8		#32 The Recreation Commission will be using the town's fireworks for the Canada Day Celebrations on Thursday June 29, 2023.
	TONIGHT'S AGENDA	
9		Request from Richard Clarke to speak with regard to his property at 115A Main Road, Petty Harbour. Mr. Clarke was not present in chambers to speak. Councillor Stack noted that the town did meet with the Department of Transportation and Infrastructure at 115A Main Road and the department informed the town that they would not be approving anything in the area, only an open ditch. Mayor Doyle noted that he could understand Mr. Clarke's frustration, but the town has approved his application with the stipulation it is approved by the Department of Transportation and Infrastructure.
10		Commissionaires – Ticketing Councillor Dyke stated that having traffic enforcement in the town over the summer is a good idea. He also stated that he felt that the traffic enforcement officers need to be more interactive and not just driving through the community. The CAO noted that she will speak to the commissionaires and discuss this. Motion #212 Ed Dyke/Melissa Pardy Proposed to approve to hire the commissionaires for the summer for 8 weeks, 4 days a week, 4 hours a day. The hours will be from 3:00pm – 7:00pm. All in favor, motion carried.
11		Application (A2023-37) to operate a fly-tying business at 34 Motion Bay Road. This application was sent out to the public for comment. No comments were received. Motion #213 Ed Dyke/Beatrice Burry Proposed to approve Application (A2023-37) to operate a fly-tying business at 34 Motion Bay Road. All in favor, motion carried.
12		Application (A2023-52) to pave driveway at 25 Shore Lane. The Inspections & Development Committee inspected the area and signed off on the application. Motion #214 Ed Dyke/Melissa Pardy Proposed to approve Application (A2023-52) to pave driveway at 25 Shore Lane. All in favor, motion carried.

13	<p>Application (A2023-53) to construct a retaining wall at 37 Skinner's Hill. The Inspections & Development Committee inspected the area but did not sign off on the application. Councillor Dyke stated that the committee spoke to the applicant on site. Councillor Dyke said they informed the applicant that the area along the shoulder of the road was not her property. The applicant stated that it was her property. Councillor Dyke noted to council that there are other issues besides ownership such as a water line in the area, snow clearing and pedestrian safety.</p> <p>Motion #215 Ed Dyke/Irene Stack Proposed to defer the application until the next meeting. All in favor, motion carried.</p>
14	<p>A letter requesting the town develop a composting policy was tabled. Stephanie Stack asked if she would be in a conflict of interest when discussing this issue as her husband was the person that sent in the letter.</p> <p>Motion #216 Ed Dyke/ Proposed Stephanie Stack was in a conflict of interest when discussing this issue. There was no seconder for the motion. Motion defeated.</p> <p>Staff will investigate if there are any other municipalities that have similar policies. They will also reach out to MMSB for any help with developing a policy. Staff will then draft a composting policy.</p>
15	<p>Council meetings – Summer hours Councillor Dyke asked if council could move their regular meeting to Tuesday for the summer while the food fishery is open. Councillor Pardy noted that this would be an issue for her.</p> <p>Motion #217 Ed Dyke/Irene Stack Proposed to change the regular meetings to Tuesday until after Labour Day. Councillor Dyke, Councillor Burry, Councillor Stack in favor. Mayor Doyle and Councillor Pardy not in favor. Motion carried.</p>
16	<p>Gas Tax Lift Station Upgrades Project The town sent the scope of work out to 4 companies but only 2 companies bid on the project. Rodco - \$87,400.00 plus tax Xylem - \$98,775.00 plus tax The foreperson and the CAO reviewed the bids and recommended the town accept Rodco's bid in the amount of \$87,400.00.</p> <p>Motion #218 Ed Dyke/Beatrice Burry Proposed to approve the quote for Rodco in the amount of \$87,400.00 plus tax. All in favor, motion carried.</p>
17	<p>Accessibility Act - Accessibility Plan The town, along with all other municipalities, were recently informed that the Accessibility Act that came into effect in December of 2021 will now require public entities to develop and implement an Accessibility Plan by December 31, 2023. The CAO recommended the council get some pricing from consultants to develop this accessibility plan. Staff will get 3 quotes to have an accessibility plan completed and report back to council.</p>
18	<p>Revision to Policy #25 Commercial Garbage Policy Motion #219 Melissa Pardy/Irene Stack Proposed to adopt the revised Policy #25 Commercial Garbage Policy. All in favor, motion carried.</p> <p>Motion #220 Melissa Pardy/Beatrice Burry Proposed to purchase a new garbage bin for the Community Centre. All in favor, motion carried.</p>
19	<p>Foreperson's Report was tabled. Motion # 221 Irene Stack/Ed Dyke Proposed to accept the foreperson's report. All in favor, motion carried.</p>
20	<p>Expense claim for Stephanie Stack in the amount of \$70.00. Motion # 222 Melissa Pardy/Irene Stack Proposed to pay the expense claim for Stephanie Stack in the amount of \$70.00. All in favor, motion carried.</p>
21	<p>Bills in the amount of \$23,553.57 were tabled. Motion #223 Melissa Pardy/Beatrice Burry Proposed to pay the bills in the amount of \$23,553.57. All in favor, motion carried.</p>
	<p>NEW BUSINESS</p>

22		Councillor Dyke stated that the look-out and Bidgood's Cove need to be mowed.
23		Councillor Stack stated that the Development Corporation will be using their Healthy Living Grant to purchase a small plastic shed and some mobile activities for children.
24		It was noted that there will be a film crew in the town for the next couple of days. Councillor Stack asked if these film crews have to get permits from the town. The CAO noted that currently the town only requires the film crew to provide their proof of insurance. Council will look into requiring a permit when they do the Tax Schedule for 2024.
25		Mayor Doyle noted that the PHMC Heritage Museum Committee received a letter from the St. Joseph's Parish Committee requesting support to erect a monument for St. Joseph's Church.
26		Mayor Doyle asked if council would consider extending the part-time worker's hours for a couple of weeks to complete some repairs to the depot (painting and upgrade washrooms) and to organize/clean-out basement of town office. The town would also like to have a wheelchair accessible picnic table made. Motion #224 Ed Dyke/Irene Stack Proposed to extend the part-time worker's hours by two weeks and to complete repairs to the depot at a maximum of \$1,000.00. Also, purchase a picnic table to convert to a wheelchair accessible table. All in favor, motion carried.
27		Mayor Doyle noted that the Canada Day Celebrations will take place on Thursday June 29, 2023.
28		A quote to have the steps on the garbage truck repaired and to install a sliding ladder was tabled in the amount of \$1,500.00. Motion #225 Ed Dyke/Melissa Pardy Proposed to accept the quote to have the steps on the garbage truck repaired and to install a sliding ladder in the amount of \$1,500.00. All in favor, motion carried.
29		Splash Pad Project – Tender Results The town only received one bid for the Splash Pad/Accessible Pathway Project. The bid came in at \$332,350.00. This is well over budget. Motion #226 Irene Stack/Ed Dyke Proposed to go back out to tender but to separate the Splash Pad and the Accessible Pathway. All in favor, motion carried.
30		Town Plan Amendment – 11 Cribbies Road The town received letters for and against the proposed amendment (7 against and 5 in favor) and a petition against the amendment with 118 signatures. Councillor Stack felt it would be a good idea to have a public meeting so that residents could voice their comments or concerns. Councillor Stack noted that she felt that there was some confusion in the town over the purpose of the amendment. She stated that this amendment is not only for a microbrewery application. She stated that this amendment is not specific to this application and is for any future development on this property. She also stated that people may be opposing the microbrewery and not the amendment. Motion #227 Irene Stack/Ed Dyke Proposed to schedule a public meeting to discuss this amendment with a tentative date of Wednesday July 12, 2023. All in favor, motion carried.
31		Motion #228 Ed Dyke/Melissa Pardy Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:56pm.

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____