

**REGULAR MEETING**  
**MONDAY MARCH 25, 2024**  
**AGENDA**

1. Minutes of March 11, 2024
2. Business Arising
3. Letter regarding snow being plowed across street at 59 Main Road, Maddox Cove
4. Application to operate zipline/restaurant/bar at 32 Main Road, Petty Harbour (A2024-06). Request to speak.
5. Application to construct shed at 32 Main Road, Petty Harbour (A2024-07)
6. Follow-up for proposed business at 10C Main Road, Petty Harbour
7. Appoint Councillor Liaison for Recreation
8. Letter from property owners of 9-11 Cribbies Road with regard to requested documents for Micro-brewery application.
9. Foreperson's Report
10. Expense Claims
11. Bills
12. New Business
13. Adjourn

**BILLS**

**March 25, 2024**

Bennett's Home Hardware (Water Infrastructure Expense)	\$86.60
Bidgood's (Office Expense)	\$24.38
Bell Aliant (Telephone Expense)	\$658.27
Government NL (Ice Control Expense)	\$4,569.18
CIBC Mellon (Employee Pension Expense)	\$1,227.02
Eastern Ventures (Employee Training Expense)	\$89.70
John Layen Trucking (Road Maintenance Expense)	\$414.00
MFB Trucking (Road Maintenance Expense)	\$661.25
Meridian Engineering (Professional Fees Expense)	\$2,184.14
Triware (Office Expense)	\$80.50
Rogers (Office Expense)	\$91.92
Orkin (Pest Control Expense)	<u>\$71.60</u>
	<b>\$10,158.56</b>

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY MARCH 25, 2024**

**PRESENT: Ron Doyle, Rick Raymond, Agatha Stack Balsom, Ed Dyke, Beatrice Burry, Irene Stack David Balsom and Stephanie Stack**

	<b>ITEM</b>	
1		Mayor Doyle brought the meeting to order at 6:31pm
2		Minutes of March 11, 2024, were tabled. <b>Motion #61 Rick Raymond/Agatha Stack Balsom</b> Proposed to accept minutes of March 11, 2024. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#3 The town has not heard anything back with regard to the extra funding for Capital Works Project – Motion Bay Road Extension. Dynamic Engineering is working on the new design for the retaining wall. This design work should be completed this week.
4		#4 Members of Council and Recreation met on March 20 <sup>th</sup> . At the meeting long-term rentals were discussed. It was agreed by Council and Recreation that there would be no more long-term rentals at the community centre. If there are any requests for a week or more rental, Recreation will discuss with council before allowing the rental. Council and Recreation also discussed Recreations Financial Report. It was noted that the report should be more detailed, and the revenues and expenses broke down further. It was noted that there should be no expenses under the Miscellaneous Account. Starting July, Recreation will present a quarterly financial report to council.
	<b>TONIGHT'S AGENDA</b>	
5		Letter regarding snow being plowed across the street at 59 Main Road, Maddox Cove. Councillor Dyke noted that council had sent a letter to a resident on the Main Road that was plowing snow onto the look-out. He stated that the look-out was town property and was being damaged due to the plowing. He stated that this complaint is about snow being plowed across the road onto the guard rail. He stated that this is the responsibility of the Department of Transportation and Infrastructure and the complainant should contact them if there is an issue. Councillor Stack stated that council has addressed this to the best of their ability and agreed that the complainant must contact the Department of Transportation and Infrastructure. Councillor Balsom noted that there had been over 70 cm of snow during that time and all residents were digging out as best they could.
6		Application (A2024-06) to operate a business (zipline/restaurant/bar) at 32 Main Road, Petty Harbour. Councillor Dyke noted that the business will be operating the same as the past owner according to the application. He stated that this is basically a change in ownership. Deputy Mayor Raymond asked if this would have to go out to the public for comment. It was noted that as the business is not changing and that this is only a change in ownership it would not have to go out to the public. <b>Motion #62 Ed Dyke/Beatrice Burry</b> Proposed to approve the application (A2024-06) to operate a business (zipline/restaurant/bar) at 32 Main Road, Petty Harbour with the stipulation that the applicant acquire all Provincial and Federal permits as required. All in favor, motion carried.
7		Application (A2024-07) to construct a shed at 32 Main Road, Petty Harbour. The current structure is a nonconforming structure as it does not meet the required 1.5-meter side yard. The applicant is requesting to replace the existing shed on the same footprint. The Inspections and Development Committee have inspected the area and signed off on the application. Deputy Mayor Raymond noted that the Inspections and Development Committee inspected and measured the current shed. Deputy Mayor Raymond stated that the Inspections and Development Committee would like to inspect again once the floors are down or when footings are in place (if they are pouring a concrete slab). It was noted that this is in the flood risk area and would have to be approved by the Department of Environment and Climate Change

		<p><b>Motion #63 Rick Raymond/Ed Dyke</b> Proposed to approve the application (A2024-07) to construct a shed at 32 Main Road, Petty Harbour with the stipulation that it is approved by the Department of Environment and Climate Change. The new shed must be on the same footprint as the existing shed. Once the floors are constructed or when footings are in place (if they are pouring a concrete slab) the applicant must have the shed re-inspected. All in favor, motion carried.</p>
8		<p>Follow-up for proposed business at 10C Main Road, Petty Harbour. Mayor Doyle noted that council has discussed this in the past with the business owner. Councillor Dyke stated that council should send a letter to the business owner informing them that they are required to apply to the town to operate a business. If they do not, the town could take legal action. Councillor Stack noted that the business does have an online presence.</p> <p><b>Motion #64 Ed Dyke/Rick Raymond</b> Proposed to send a letter to the business owner stating that he is running a business and that if they do not apply to the town to operate that the town may take legal action. All in favor, motion carried.</p>
9		<p>Councillor Liaison for Recreation Councillor Balsom volunteered to be the Councillor liaison for Recreation</p> <p><b>Motion #65 Ed Dyke/Irene Stack</b> Proposed to appoint Councillor Balsom as the Councillor liaison for Recreation. All in favor, motion carried.</p>
10		<p>Letter from property owners of 9-11 Cribbies Road with regard to requested documents for microbrewery application. Councillor Stack noted that she understands that these documents are costly. She stated that she is willing to work with the applicant and review the traffic study first with the understanding that council will need everything as a whole to make a final decision on the application. Councillor Stack noted that council would need a capacity plan along with the traffic study. Councillor Dyke and Mayor Doyle noted that they are willing to look at the traffic study first but council would need all the details and information before they would be able to make an informed decision on the application.</p> <p><b>Motion #66 Irene Stack/David Balsom</b> Proposed to send a letter to the applicant indicating that the town is willing to review the traffic study and seating capacity plan first and possibly give back feedback. All in favor, motion carried.</p>
11		<p>Foreperson's Report Councillor Dyke noted that Cribbies Road is still a mess. Councillor Stack noted that there is damage to the shoulder of the road just up from Cribbies Park. It was noted that there is also a lot of gravel on the road between 35 – 47 Cribbies Road. Deputy Mayor Raymond noted that a lot of these issues are caused by the culvert by the chlorine station not being adequate. The Inspections and Development Committee will look into this in the spring. Councillor Balsom noted that he would like to see a more detailed foreperson's report. He would like a report with a daily log of projects.</p> <p><b>Motion #67 Rick Raymond/David Balsom</b> Proposed to accept the foreperson's report. All in favor, motion carried.</p>
12		<p>Expense claim for Mandy Dinn in the amount of \$34.31 was tabled. <b>Motion #68 Irene Stack/Rick Raymond</b> Proposed to pay expense claim for Mandy Dinn in the amount of \$34.31. All in favor, motion carried.</p> <p>Expense claim for Stephanie Stack in the amount of \$20.00 was tabled. <b>Motion #69 Rick Raymond/ Ed Dyke</b> Proposed to pay expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.</p>
13		<p>Bills in the amount of \$10,158.56 were tabled. <b>Motion #70 Rick Raymond/Beatrice Burry</b> Proposed to pay bills in the amount of \$10,158.56. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
14		<p>Councillor Stack noted that she attended the MNL meetings in Clarendville on March 2<sup>nd</sup> and 3<sup>rd</sup>, 2024. Councillor Stack noted that it was very informative and council should attend more of these meetings. She stated she will do up an email on the information that she has. She also noted that a lot of other municipalities are having issues with Capital Works Funding and projects coming in overbudget.</p>

		Municipalities Newfoundland and Labrador will bring these concerns back to the government on behalf of municipalities. Councillor Stack stated that the new Municipalities Act was discussed and there will be some new requirements for councils coming from this new legislation. Councillor Stack noted that there was some discussion on committees of council and that the new act requires 2 council members to sit on the committees. She stated that she was unsure if this requirement was for committees of council such as the finance committee or committees such as the Recreation Commission. Councillor Stack will get clarification on this.
15		Councillor Dyke noted that he was speaking to Councillor Carl Ridgeley with the City of St. John's with regard to the possibility of a regional recreation facility in the Goulds. Councillor Ridgeley was inquiring if the Town of Petty Harbour-Maddox Cove would be interested in this possible regional initiative and possibly set up a meeting for all stakeholders to attend. Mayor Doyle asked if they were looking for financial assistance or input from the town. Councillor Dyke noted that funding requests are better received when a project is regionalized. Councillor Dyke noted that he will be the liaison for council moving forward.
16		Councillor Dyke asked if staff could look into fixing potholes around the community. There are some on Skinner's Hill and Motion Bay Road.
17		Councillor Dyke wanted to send along a thank you to Mayor Doyle and the CAO and her husband for the help with the church fundraiser for the St. Joseph's Church storyboard. He stated it was a great event especially for the seniors of the community. Over \$3000,00 was raised. The committee now has approximately \$8000 raised of the \$10,000 required for the storyboard. Councillor Dyke noted that any funds raised over and above the \$10,000 will go toward the Catholic cemetery on Cribbies Road.
18		Deputy Mayor Raymond noted that he received a call from a resident asking why he had to get approval from the Department of Transportation and Infrastructure to complete landscaping and hydroseeding at his property on the Main Road. It was noted that any work completed close to or on the department's easement requires an access permit from the department. Once the application goes forward to council at the next meeting council can decide if they require the applicant to receive approval from the Department of Transportation and Infrastructure.
19		<p>Council reviewed the replacement cost and personal property cost for the towns 2024 insurance policy. Councillor Dyke noted that after reviewing and calculating the formulas the replacement cost and personal property cost for the towns buildings, he felt that the coverage was not sufficient and would need to be increased.</p> <p>Councillor Dyke suggest the following changes to the policy:</p> <p><b>15 Main Road – Town Depot</b>  Building - \$225,000  Personal Property – \$40,000</p> <p><b>Cribbies Road Chlorine Station</b>  Building - \$75,000  Personal Property – \$200,000</p> <p><b>66-88 Motion Bay Road – Ballfield Chalet</b>  Building - \$225,000  Personal Property – \$25,000</p> <p><b>35 Main Road – Town Office and Community Centre</b>  Building - \$2,750,000  Personal Property – \$225,000</p> <p><b>40-42 Main Road – Tourist Information Centre</b>  Building - \$250,000</p> <p><b>Cribbies Road – Pressure Reducing Station</b>  Building - \$750,000</p> <p>Council will send these figures to the insurance company to see what the premium increase would be.</p>
20		During the meeting council had with Recreation, Recreation mentioned that there were cars using the community centre parking lot as their personal parking spaces. It was noted that this is becoming a problem when there are functions at the community centre. Council will send out a notice in the next newsletter asking resident not to park in the community centre parking lot when there are functions happening in the community centre.

21		<b>Motion #71 Rick Raymond/Ed Dyke</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:23 pm.
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**Ron Doyle, Mayor** \_\_\_\_\_

**Stephanie Stack, Chief Administrative Officer** \_\_\_\_\_