

**TOWN OF PETTY HARBOUR/MADDOX COVE**  
**REGULAR MEETING**  
**MONDAY MARCH 26, 2018**

1. Minutes of March 15, 2018
2. Business Arising
3. Application to operate a take-out and souvenir shop at 20-22 Main Road, Petty Harbour –  
Request to speak
4. Request to speak from Patricia Andrews with regard to Vacation Property policy and  
ATV's
5. Request to speak from Andrea Maunder with regard to Vacation Property policy
6. Letter from owner of tourist rental 9 Big Hill with regard to new taxes for tourist  
accommodations
7. Review of policy # 12 Business Tax for operating an Air Bed and Breakfast
8. Two expense claims for Stephanie Stack and Mandy Dinn
9. Information on respirators for Chlorine station
10. Changes to Policy # 5 - Street Extension Policy
11. Town Plan amendments
12. Changes to Policy # 14 – Travel Expense Policy
13. Approval of engineering cost for Skinner's Hill
14. Proclamation – Purple Day for Epilepsy
15. Application to operate a mobile welding and repairs business
16. Application to operate a Vacation Rental at 16 Big Hill Road
17. Request from The Watershed Coffee Shop for approval in principle to obtain a liquor  
license from NLC
18. Edward Maher's retirement
19. Concern with regard to vehicle at the bottom of Weir's Lane obstruct view of traffic  
coming from Weir's Lane
20. CAO call log
21. Bills
22. New Business
23. Adjourn

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**BILLS**

1. Bell Aliant (Telephone Expense)	\$556.41
2. City of St. John's (Fire Protection)	\$33,280.00
3. Impact Signs (Cribbies Road)	\$109.25
4. McDonald's Home Hardware (Cleaning Supplies)	\$52.85

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY MARCH 26, 2018**

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

#		ITEM
1		Mayor Lee brought the meeting to order at 6:37pm.
2		Minutes of March 15, 2018 were read. <b>Motion #90 Harry Chafe/Rick Raymond</b> Proposed minutes of March 15, 2018 be approved. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#9 Mayor Lee, Councillor Hearn and Stephanie Stack are registered for a workshop on Municipal Asset Management offered by the Canadian Institute of Planners on April 16, 2018 at the Community Center.
4		#10 Volunteer Night – Councillor Chafe noted that Ronnie & Johnny are available on April 28, 2018.
5		#12 All the new pole lights have been installed. There is one on the Main Road in Maddox Cove that is on the wrong pole. Council will look to see if location is adequate.
	<b>TONIGHT'S AGENDA</b>	
6		Application to operate a take-out and souvenir shop at 20-22 Main Road, Petty Harbour. <b>Motion #91 Rick Raymond/Harry Chafe</b> Proposed to send out a notice to the public for the proposed application to operate a take-out and souvenir shop at 20-22 Main Road, Petty Harbour. All in favor, motion carried
7		Request from Patricia Andrews to speak with regard to tourist accommodations policy and ATV's. Ms. Andrews noted to council that she lives in her house and that her home is not a vacation property. She stated that the room in her home is only rented in the summer months only and that it is not meant to compete with other tourist accommodation rentals. She also noted that she thought that the \$300 Air BNB fee that was previously in place was reasonable. There was some discussion with regard to licensing of this type of business and the Tourism Act. Councillor Hearn asked Ms. Andrews if she advertised for her accommodation and she confirmed that she did advertise on Air BNB. Councillor Hearn also asked if Ms. Andrews had a fee schedule in place. Ms. Andrews stated that she does have a fee schedule in place. Council took a vote to determine if Councillor Green was in a conflict of interest on this topic. Councillor Chafe, Councillor Raymond, Deputy Mayor Stack and Mayor Lee voted that Councillor Green was in conflict. Councillor Orren, Councillor Hearn and Councillor Green voted he was not in conflict. Motion carried. Councillor Green left the council chambers at 6:47 pm. Deputy Mayor Stack asked Ms. Andrews if she was listed with Tourism Newfoundland. Ms. Andrews stated that she was not. Councillor Orren commented that the Province is having issues with casual Air BNB's but also stated that these type of accommodations are expected to be accredited. Ms. Andrews asked council if they could possibly look into having a different tax schedule for full time and part time tourist accommodations. Councillor Orren noted that there is concern over tourist accommodations operating without insurance. She also stated that these issues would be dealt with in the TAP compliance. Mayor Lee noted that council will review all tourist accommodations and the taxation and will get back to her.

		Ms. Andrews also stated some concern over ATV's travelling on the roads in Maddox Cove. Mayor Lee noted that a notice did go out to the public with regard to this.
8		Request from Andrea Maunder to speak with regard to tourist accommodations policy. Ms. Maunder was not present. Staff will contact Ms. Maunder to see if she would like to be added to the next agenda.
9		A letter from Geoff Coughlan – Breakwater Cottage with regard to new taxes for tourist accommodation was tabled. Mayor Lee noted that council will review all tourist accommodations and the taxation and will get back to him. Councillor Green returned at 7:07pm
10		Review of Policy #12 Business Tax for Operating an Air BNB <b>Motion # 92 Sam Stack/Harry Chafe</b> Proposed to defer this item until next meeting. All in favor, motion carried.
11		An expense claim for Stephanie Stack and Mandy Dinn for mileage were tabled. <b>Motion # 93 Rick Raymond/David Green</b> Proposed to approve the expense claims for Mandy Dinn and Stephanie Stack. All in favor, motion carried.
12		<b>Motion # 94 Harry Chafe/David Green</b> Proposed to order two full-faced respirators and two packages of charcoal filters. All in favor, motion carried.
13		Policy #5 Street Extension Policy The revised Street Extension was tabled. <b>Motion # 95 Sam Stack/Rick Raymond</b> Proposed to accept the revised Street Extension Policy. All in favor, motion carried.
14		Town Plan/Regulation Amendments <b>Motion # 96 Lynn Hearn/David Green</b> Proposed to move forward with changes to the Town Plan with the removal of the following policies and regulations: Removal of Policy G-20 of the Town Plan Removal of Policy R-4 of the Town Plan Removal of Regulation 8.7.6 of the Town's Regulations Removal of Regulation 4.18 of the Town's Regulations All in favor, motion carried.
15		Policy #14 – Travel Expense Policy <b>Motion # 97 Sam Stack/Harry Chafe</b> Proposed to approve the revised Travel Expense Policy with changes to the amounts for travel to the Goulds and St. John's/Mt. Pearl. All in favor, motion carried.
16		<b>Motion # 98 Sam Stack/Kimberley Orren</b> Proposed to approve the engineering cost from CBCL for the Skinner's Hill Upgrades in the amount of \$8,186.52. All in favor, motion carried.
17		<b>Motion # 99 Kimberley Orren/Rick Raymond</b> Proposed to proclaim March 26, 2018 as Purple Day for Epilepsy to promote epilepsy awareness. All in favor, motion carried.
18		Application to operate a mobile welding business. A public notice was sent out with no comments or concerns received. <b>Motion # 100 Harry Chafe/Rick Raymond</b> Proposed to approve application to operate a mobile welding company. All in favor, motion carried.
19		Application to operate a tourist accommodation at 16 Big Hill Road. Councillor Green left chambers at 7:25pm due to a conflict of interest. Councillor Hearn left chambers at 7:26pm due to a conflict of interest. Council took a vote to determine if Councillor Chafe was in a conflict of interest on this topic. Councillor Raymond and Mayor Lee voted that Councillor Chafe was in conflict. Before the vote was complete, Councillor Chafe decided to remove himself from Council chambers due to a conflict of interest. Councillor Chafe left the council chambers at 7:30 pm. A public notice was sent out with one concern received with regard to the number of tourist accommodations being approved by the town.

		<p>Councillor Orren suggested that Council meet to discuss the issue of tourist accommodations at a closed meeting and invite some members of the business community that are currently operating tourist accommodations.</p> <p><b>Motion # 101 Sam Stack/Kimberley Orren</b>  Proposed to approve the application to operate a tourist accommodation at 16 Big Hill Road with the stipulation that the business be licensed by the provincial government. All in favor, motion carried.  Councillor Hearn, Councillor Chafe and Councillor Green returned at 7:37pm.</p>
20		<p>Request from the Watershed Café for an approval in principle to obtain a liquor license from the Newfoundland Liquor Corporation. A public notice was sent out with no comments or concerns received.</p> <p><b>Motion # 102 Harry Chafe/Kimberly Orren</b>  Proposed to approve the application in principle as per application. All in favor, motion carried.</p>
21		<p>A resignation letter from Edward Maher was tabled. Edward will retire effect April 24, 2018.</p> <p><b>Motion # 103 Sam Stack/Kimberly Orren</b>  Proposed to accept Edward Maher's resignation effective the end of the day April 24, 2018. All in favor, motion carried. Councillor Orren noted that council may be setting a president for future retirements.</p>
22		<p>A letter was presented to council regarding the vehicle parked at the end of Weir's Lane. There is concern that it is blocking the view of traffic when exiting Weir's Lane. Staff will send a letter to the owner of the vehicle and ask him to park the vehicle as far back on his property from Weir's Lane as possible. Staff will also look into the cost of placing a mirror in the vicinity of Herbie's Olde Shop.</p>
23		<p>The CAO Phone Log was tabled.</p>
24		<p><b>Motion #104 Rick Raymond/Harry Chafe</b>  Proposed bills in the amount of \$33,998.51 be approved for payment. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
25		<p>The siding on the front of the Town Office needs repair. Staff will look into this.</p>
26		<p>The clock in the front of the Town Office is not working. Staff will look into this.</p>
27		<p>Staff will look into the removal of garbage from Motion Bay Road Extension.</p>
28		<p>There was discussion regarding the amount of time that Council requires to review the newsletter.</p> <p><b>Motion # 105 Sam Stack/Kimberly Orren</b>  Proposed that the newsletter be sent to councillors 3 days before it is printed. All in favor, motion carried.</p>
29		<p>Councillor Orren and Councillor Raymond completed a follow-up inspection of Chafe's Landing with regard to an extension to the building. A letter and seating plan for 2017 (prior to extension) and 2018 (post renovation) from Chafe's Landing was tabled. Councillor Orren noted that there was additional seating at the bar in the new area. It was noted by a representative from Chafe's Landing that the number of seating from the restaurant has not changed as they did not add any additional seating for the restaurant. Deputy Mayor Stack stated that increased seating was the main concern of council. Councillor Chafe asked the owner of Chafe's Landing if they are planning on developing a parking area behind the restaurant. The owner is hoping to get this done in the near future. Mayor Lee noted that there are 10 extra people seating in the bar area. Mayor Lee also noted that the owner should have come back to council once he was considering changing the scope of the application so that council could have an opportunity to look at the changes. Councillor Orren stated that she mentioned this to the owners upon inspection.</p>
30		<p>Councillor Raymond reported to council that he did locate the peg for the property at 30 Motion Bay Road Extension. Councillor Raymond noted that the fill does extend out to the road.</p>

31		<p>By-Law #18 Car Wreck Regulations          Mayor Lee drafted up a regulation for car wrecks. Councillor Green and the CAO noted that there could possibly be a legal issue with regard to a section of this draft regulation relating to removal of vehicles. Staff will draft up a regulation and forward to council for their approval. Staff will also send the regulation to the lawyer to ensure there are no legal issues with the regulation.</p>
32		<p>Mayor Lee noted that the fill that was placed on Motion Bay Road Extension is washing away. Mayor Lee tabled two quotes from John Layden Trucking. One quote in the amount of \$35,000.00 plus tax was to build the road up level and to do ditching/trenching. The second quote in the amount of \$18,000.00 plus tax was just for ditching/trenching. Mayor Lee stated that the town will use these quotes as reference should the town seek future funding for these upgrades.</p>
33		<p>Mayor Lee spoke to Newfoundland Power with regard to filling in the area around the town depot for parking. Mayor Lee received a letter from Newfoundland Power stating that due to the fact that this area is in the flood zone, filling it in could be detrimental to adjacent properties. For that reason Newfoundland Power said that this proposal is unacceptable.</p>
34		<p><b>Motion #106 Rick Raymond/David Green</b>          Proposed the meeting be adjourned. All in favor, motion carried.          Meeting adjourned at 8:15 pm.</p>

Samuel Lee, Mayor \_\_\_\_\_

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