

**REGULAR MEETING**  
**MONDAY MARCH 2, 2020**  
**AGENDA**

1. Minutes of February 17, 2020
2. Business Arising
3. Application to operate a tourist accommodation at 23 Shore Lane (Application#A2020-04)
4. Union Contract – Ratify vote
5. Snow clearing complaint – Cavell's Lane
6. General Engineer Budget 2020
7. Disclosure/Conflict of Interest Statements
8. Development Corporation
9. Town Credit Card
10. Foreperson's Report
11. Expense Claims
12. Cheque Log
13. Bills
14. New Business
15. Adjourn

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY MARCH 2, 2020**

**PRESENT: Sam Lee, Sam Stack, David Green, Harry Chafe, Rick Raymond and Stephanie Stack**

**ABSENT: Kimberly Orren and Linda Hearn**

#	ITEM
1	Mayor Lee brought the meeting to order at 6:30pm.
2	Minutes of February 17, 2020 were read. <b>Motion #49 Rick Raymond/David Green</b> Proposed minutes of February 17, 2020 be approved. All in favor, motion carried.
	<b>BUSINESS ARISING</b>
3	<p>#3 Deputy Mayor Stack and Councillor Green met with Minister Bragg regarding ticketing on the Main Road on Wednesday February 19, 2020. It was noted at the meeting that the town should meet with the Minister of Transportation and Works as they would be responsible for approving this. The CAO (Stephanie Stack) noted that Transportation and Works have been in contact with the town to get the GPS coordinates for the section of road that the town is requesting to have ticketing authority for. The CAO provided the coordinates to the Department of Transportation and Works. Staff will set up a meeting with the Minister of Transportation and Works.</p> <p>Deputy Mayor Stack also spoke to Randy Simms during this meeting with regard to a grant/application for a multi-surface area for the Petty Harbour/Maddox Cove Recreation Commission. The application will be out in April. Stephanie will sit with a member of recreation to complete the application once recreation has all their quotes and costing complete.</p>
4	#5 A letter has been sent to the owner of an unlicensed vehicle parked on Southside Road. No response to date. Staff will send out another letter to the owner of the vehicle.
5	#8 The town's engineer is still reviewing the engineered drawing of the water and sewer and the slope/grading plan for the application to build a home at 51-53 Main Road, Maddox Cove (Application # A2020-03).
6	#10 The town's ticketing regulations have been gazetted as of Friday February 28, 2020. The town now has the authority to ticket vehicles on town owned roads. Mayor Lee noted that the town needs to get tickets printed. Staff will get a sample of a ticket for review.
7	<p>#11 Development Corporation</p> <p>Members of Council met with Ron Doyle (Chair of Development Corp.) and two residents who were interested revitalizing the Development Corporation. Mayor Lee stated that if the Development Board could not be revitalized then the board would have to be dissolved and all funds in the Development Corporation's bank account would have to be turned over to the town. One of the residents that was present stated that he could probably get another few people to volunteer to sit on the board. Mayor Lee noted that the town would like to see the Development Corporation revitalized. He also noted that the board has done tremendous work in the past for the town and extended a thank you to all members that sat as members of the board in the past. It was agreed to give the new interested residents 3 months to see if they could come up with a few new people to put their names forward to sit on the board. Council will check back with the interested members in the beginning of June to see if there were any more interested residents. The CAO (Stephanie Stack) noted that Angie Raymond was interested in sitting on the board also (Angie was a member of the Cribbies Park Committee).</p>
8	#12 Staff has sent off a copy of the Emergency Preparedness Plan to Bill Walters for review.
9	<p>#21 The Petty Harbour/Maddox Cove Recreation had their AGM on February 27, 2020. Mayor Lee noted that there was a good turn-out at the AGM. The new Recreation Commission consists of:</p> <p>Harry Chafe- chair Linda Doyle- vice chair Lynn Hearn- treasurer Jeanna Chafe- secretary</p>

		<p>Melissa Lee- public relations  Members at large  Gladys Hutchings  Tina Layden  Tracey Hutchings  Janine Doyle  Shauna Best Kieley  Sarah Walsh</p> <p>Mayor Lee thanked all past members of the Recreation for their work over the past year and congratulated the new recreation. Mayor Lee also thanked anyone that put their name forward but were unsuccessful in being elected.</p>
10		<p>#23 Manhole Catchers – The town has received information that the manhole catchers may not be as effective as what was originally thought. Council will purchase one manhole catcher to do a test in the effectiveness of the product.</p>
	<b>TONIGHT'S AGENDA</b>	
11		<p>Application to operate a business tourist accommodation at 23 Shore Lane A2020-04).</p> <p><b>Motion #50 Sam Stack/David Green</b>  Proposed to send out a notice to the public for comment. All in favor, motion carried.</p>
12		<p>Union Negotiations  As Councillor Orren was absent from the meeting and Mayor Lee, Councillor Hearn and Councillor Chafe were in conflict of interest there was no longer a quorum to vote on the issue.  Mayor Lee noted that he was frustrated in the “conflict of interest” process. Mayor Lee noted that he felt that he should have some say with regard to the signing of the Union Contract. He stated that in a small community there are always conflicts of interest. Mayor Lee stated that he put his name forward on council to benefit all residents and he felt that having a say on the contract would benefit the community. Deputy Mayor Stack reiterated that the conflict of interest policy as it pertained to the Municipalities Act is frustrating. He stated it is hard to determine what is a conflict and what is not.  A meeting to vote on the Union Contract was scheduled for Tuesday March 3, 2020 at 8:00pm.</p>
13		<p>Snow Clearing complaint – Cavell’s Lane  The town received a letter of complaint from a resident regarding snow being pushed into their back yard and their fence being damaged.  Mayor Lee asked council to vote if he was in a conflict of interest or not regarding this issue.  <b>Motion #51 David Green/Rick Raymond</b>  Proposed that Mayor Lee was not in a conflict of interest. All in favor, motion carried. Mayor Lee abstained from voting on this motion.</p> <p>Councillor Chafe asked council to vote if he was in a conflict of interest or not regarding this issue.  <b>Motion #52 Rick Raymond/David Green</b>  Proposed that Councillor Chafe was not in a conflict of interest. All in favor, motion carried. Councillor Chafe abstained from voting on this motion.</p> <p>Mayor Lee noted that he viewed the videos and pictures. He noted that in the video the plow operator does not attempt to turn his blade once he gets to the area at the bottom of Cavell’s Lane by the turn. He noted the operator should attempt to push some of the snow around the turn instead of going straight. Councillor Chafe noted that the resident at the bottom of Cavell’s Lane was asked to move his vehicle at the bottom of Cavell’s Lane to make it easier for the snow plow operator to navigate the tight area on this lane but it was not removed. Councillor Green noted that maybe the operator can’t push the snow past the turn due to the terrain of this hill. Mayor Lee noted that looking at the pictures that the resident provided, it looks like the snow in the area is just from regular snow clearing. Some snow may be going on the property, but it is no different then snow being deposited on anyone’s property due to snow clearing and the clearing of roads. Staff will send a letter to the resident stating that the town is not responsible for the snow on his property but will fix his fence when the weather clears.</p>
14		<p>CBCL’s Engineering Budget  <b>Motion #53 Sam Stack/Rick Raymond</b>  Proposed to approve an engineering budget for CBCL in the amount of \$20,000.00 for 2020. All in favor, motion carried.</p>

15	<p>Conflict of Interest/Disclosure Statement  <b>Motion #54 Rick Raymond/ Sam Stack</b>  Proposed the Conflict of Interest/Disclosure Statement for Councillor Green be approved. All in favor, motion carried. (Councillor Green abstained from voting)</p> <p><b>Motion #55 Rick Raymond/David Green</b>  Proposed the Conflict of Interest/Disclosure Statement for Mayor Lee be approved. All in favor, motion carried. (Mayor Lee abstained from voting)</p> <p><b>Motion #56 Rick Raymond/David Green</b>  Proposed the Conflict of Interest/Disclosure Statement for Deputy Mayor Stack be approved. All in favor, motion carried. (Deputy Mayor Stack abstained from voting)</p> <p><b>Motion #57 Sam Stack/David Green</b>  Proposed the Conflict of Interest/Disclosure Statement for Councillor Raymond be approved. All in favor, motion carried. (Councillor Raymond abstained from voting)</p> <p><b>Motion #58 Rick Raymond/David Green</b>  Proposed the Conflict of Interest/Disclosure Statement for Councillor Chafe be approved. All in favor, motion carried. (Councillor Chafe abstained from voting)</p> <p>Councillor Hearn's and Councillor Orren's Conflict of Interest/Disclosure Statement will be added to the next meeting agenda.</p>
16	Development Corporation – Discussed earlier in meeting during business arising.
17	<p>Town Credit Card  <b>Motion #59 Sam Stack /David Green</b>  Proposed to apply for a Bizline Visa for the town with a credit limit of \$500.00. It was noted that there is no annual fee for this visa. All in favor, motion carried.</p>
18	<p>The Foreperson Report was tabled.  There was some discussion regarding the traffic mirror by Herbie's Olde Shoppe. The mirror had blown down. Deputy Mayor Stack noted that the mirror was still in the area, but staff inspected the area and the mirror is no longer there. Staff have ordered a new mirror.  <b>Motion #60 Rick Raymond/Harry Chafe</b>  Proposed to accept the Foreman's Report. All in favor, motion carried.</p>
19	<p>Expense claim for Stephanie Stack in the amount of \$174.63 was tabled.  <b>Motion #61 Harry Chafe/Rick Raymond</b>  Proposed expense claim for Stephanie Stack in the amount of \$174.63 be approved. All in favor, motion carried.</p>
20	<p>Expense claim for Matthew Chafe in the amount of \$95.45 was tabled.  <b>Motion #62 Rick Raymond/David Green</b>  Proposed expense claim for Matthew Chafe in the amount of \$95.45 be approved. All in favor, motion carried.</p>
21	<p>The cheque log was tabled.  <b>Motion #63 Rick Raymond/Harry Chafe</b>  Proposed the cheque log be approved. All in favor, motion carried.</p>
22	<p>Bills in the amount of \$9,575.64 were tabled.  <b>Motion #64 Rick Raymond/Sam Stack</b>  Proposed to pay bills in the amount of \$9,575.64. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>
23	Councillor Raymond thanked council and staff for their card and the gift certificates.
24	<p>Councillor Chafe presented a bill for snow removal for the community centre parking lot in the amount of \$1,150.00. Councillor Chafe noted that recreation was looking to be reimbursed for this invoice. There was some discussion with regard to Mayor Lee and Councillor Chafe being in a conflict of interest due to the fact that the bill that recreation paid was from T &amp; D Enterprises. Mayor Lee stated that the invoice was paid by recreation and now council is being asked if they will reimburse recreation, therefore, he felt he was not in a conflict. Mayor Lee asked council to vote if he was in a conflict of interest.  <b>Motion #65 Rick Raymond/David Green</b>  Proposed that Mayor Lee was not in a conflict of interest when discussing this matter. Councillor Green, Councillor Raymond, Councillor Chafe were in favor.</p>

		<p>Deputy Mayor Stack not in favor. Motion carried. Mayor Lee abstained from voting on this motion.</p> <p><b>Motion #66 Rick Raymond/David Green</b>  Proposed that Councillor Chafe was not in a conflict of interest when discussing this matter. Councillor Green, Councillor Raymond, Mayor Lee were in favor. Deputy Mayor Stack not in favor. Motion carried. Councillor Chafe abstained from voting on this motion.</p> <p><b>Motion #67 Rick Raymond/David Green</b>  Proposed to reimburse recreation for the cost to have snow removed from the community centre parking lot in the amount of \$1,150.00. Deputy Mayor Stack noted that recreation should be coming to council before they have snow removed in the future. All in favor, motion carried.</p>
25		Councillor Green noted that there are a number of hydrants in the town that need to be cleared of snow. Staff will contact the contractor to have this work completed.
26		The traffic mirror on the Main Road at the beach area needs to be adjusted.
27		<p>An email from a resident who is operating yoga classes at 13 Main Road, Petty Harbour was tabled. The resident noted that they are already paying significant business taxes for a business that is currently operating in this location. The resident feels that they should not have to advertise the new business or pay an additional business tax. Mayor Lee noted that all businesses and all tenants in a property have to pay business tax. Councillor Green noted that the current business only operates 6 months of the year and pays for a full year business tax. Councillor Green also noted that the resident should be able to use the space for a different business in the off season. Mayor Lee noted that council does not know that the business only operates for part of the year. Councillor Green stated that the town should give the resident a permit to operate and not place another business tax on the resident as she is providing a good service to the community.</p> <p><b>Motion #68 Rick Raymond/Sam Stack</b>  Proposed to notify resident that she would have to fill out an application and it would then have to go out to the public for comment. All in favor, motion carried.</p>
28		A concept drawing of a new town depot was tabled. The town was approached by a student (Sandra Ward) to design a new town depot for a school Cap-Stone project. Ms. Ward is still working on the project and the town should see the final concept drawings in the coming weeks.
29		<p><b>Motion #69 Harry Chafe/Rick Raymond</b>  Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:50pm.</p>

Mayor, Sam Lee \_\_\_\_\_

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