

**REGULAR MEETING**  
**WEDNESDAY MARCH 3, 2021**  
**AGENDA**

1. Minutes of February 1 and February 3, 2021
2. Business Arising
3. Draft Gas Tax Financial Statements
4. Old Garbage Truck
5. Letter from property owner 1 -21 Hannaford's Lane
6. Application to build a shed at 34 Motion Bay Road (A2021-05)
7. Letter from Home based business – Request to write off taxes as business is closed.
8. Disclosure Statements
9. Foreman's Report
10. Expense Claims
11. Bills
12. New Business
13. Adjourn

**BILLS**

Workplace NL (OH&S Fees Expense)	\$6,657.96
NF Power (Hydro Expense)	\$3,215.25
Source Atlantic (Employee Clothing & Office Expense)	\$53.43
Xylem Canada (Sewer Expense)	\$202.40
T&D Enterprises (Snow Clearing Expense)	\$18,916.67
McDonald's Home Hardware (Snow Clearing Expense)	\$88.52
NF Distributors (Water Expense)	\$59.86
Irving Oil Marketing (Gas Expense)	\$1,648.34
John Layden Trucking (Water Expense)	\$474.38
Impact Signs (Signage Expense)	\$209.88
Emco (Water Expense)	\$565.59
Formac 2002 (Road Maintenance)	\$1,150.00
Bell Mobility (Cell Phone Expense)	\$214.30
CBCL Limited (Professional Fees Expense)	\$333.50
City of St. John's (Garbage Expense)	\$1,998.34
North Atlantic Supplies (Employee Clothing Expense)	\$1,130.45
MNP (Professional Fees Expense)	\$935.81
Rodco (CWP-Lift Stations Expense)	\$83,785.50
CBS Rentals (Tools Expense)	\$320.85
Bidgood's (Office Expense)	\$22.81
CBCL (Professional Fees Expense)	\$511.52
Bell Aliant (Telephone Expense)	\$405.74
Emco (Water Expense)	\$1,740.30
Xylem Canada (Sewer Expense)	\$707.25
Rogers (Office Expense)	\$97.67
Staples (Office Expense)	\$317.16
Dynamic Engineering (Professional Fees Expense)	\$5,347.50
Canada Post (Advertising)	\$80.16
CIBC Mellon (Pension Plan Exp.)	\$3,314.12
McDonald's Home Hardware (R & M Building)	\$259.86
Irving Oil Marketing (Gas Expense)	\$1,517.20
T & D Enterprises (Snow Clearing, Garbage Truck Exp.)	\$21,371.92
NF Power (Street Lights)	<u>\$2,492.51</u>
<b>TOTAL</b>	<b>\$160,146.75</b>

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

WEDNESDAY MARCH 3, 2021

This meeting took place via the ZOOM app as all Covid protocols were in place. (The meeting was open to the public)

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

ABSENT: Kimberley Orren

#	ITEM
1	Mayor Lee brought the meeting to order at 6:30 pm.
2	Minutes of February 1, 2021 were tabled. <b>Motion #40 Harry Chafe/David Green</b> Proposed minutes of February 1, 2021 be approved. All in favor, motion carried.
	<b>BUSINESS ARISING</b>
3	#4The Town has not heard back from the Harbour Authority.
4	#6 Staff will check on calendars and order as soon as possible.
5	#9 The Town has received no correspondence back with regard to the agreement for Motion Bay Road Extension.
6	Minutes of February 3, 2021 were tabled. <b>Motion #41 Lynn Hearn/Harry Chafe</b> Proposed minutes of February 3, 2021 be approved. All in favor, motion carried.
	<b>TONIGHT'S AGENDA</b>
7	The Draft Gas Tax Financial Statements were presented. <b>Motion #42 Sam Stack/Rick Raymond</b> Proposed to approve to approve the Draft Tax Financial Statements and for the mayor to sign on behalf of the town. All in favor, motion carried.
8	The old garbage truck can either be repaired or sold as is. A quote for \$250.00 was received to have the break line repaired. <b>Motion #43 Rick Raymond/Dave Green</b> Proposed to have truck repaired in order to make the vehicle road worthy. Staff will get the book value of the vehicle before the sale. All in favor, motion carried.
9	A letter from the property owner of 1-21 Hannaford's Lane was presented requesting that the town write off taxes for the property as he has an engineer's letter stating that it is undevelopable. There was some discussion as to whether the owner would be willing to donate the land to the town. Councillor Green stated that all property owners should be paying taxes. Mayor Lee noted that the owner could apply to have the property rezoned. <b>Motion #44 Lynn Hearn/David Green</b> Proposed not to write off the taxes for 1-21 Hannaford's Lane and to send back a letter stating that the town would not be writing off the taxes on this property. The property owner could apply to council to have the land rezoned if he wishes, but it would be at his cost. All in favor, motion carried.
10	Application to build a shed at 34 Motion Bay Road. The Inspections and Development Committee inspected the area and there were no issues with the application. The shed meets the regulations for accessory building lot coverage in this zone. <b>Motion #45 Harry Chafe/Sam Stack</b> Proposed to approve the application to build a shed at 34 Motion Bay Road. All in favor, motion carried.
11	Request form business owner to have 2021 business taxes written off as business has closed. <b>Motion #46 Lynn Hearn/Harry Chafe</b> Proposed to write off January to June taxes for 2021 as business closed. All in favor, motion carried.

12		<p>Councillor's disclosure statements were presented.</p> <p><b>Motion # 47 Sam Stack/ Rick Raymond</b> Proposed to approve all 7 disclosure statements. All in favor, motion carried.</p>
13		<p>The Foreman's Report was presented.</p> <p>There was some discussion on the importance of wearing the proper PPE. Staff will discuss this in their next Occupational Health and Safety meeting.</p> <p>There was also discussion on setting a limit on the dollar amount of employee clothing. The CAO noted that this would have to be a part of the next round of collective bargaining. Council would like to have all employee clothing purchased from its regular vendor.</p> <p><b>Motion #48 Dave Green/Rick Raymond</b> Proposed to purchase all employee clothing from North Atlantic Supplies unless items are not available. All in favor. Motion carried.</p> <p><b>Motion #49 Harry Chafe/Dave Green</b> Proposed to approve foreman's report. All in favor. Motion carried.</p>
14		<p>Expense Claims</p> <p><b>Motion #50 Rick Raymond/Harry Chafe</b> Proposed to approve the expense claim for Matthew Chafe in the amount of \$27.55 All in favor, motion carried.</p> <p><b>Motion #51 Rick Raymond/Dave Green</b> Proposed to approve the expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.</p> <p><b>Motion #52 Harry Chafe/Rick Raymond</b> Proposed to approve the expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.</p> <p><b>Motion #53 Lynn Hearn/Rick Raymond</b> Proposed to approve the expense claim for Mandy Dinn in the amount of \$20.00. All in favor, motion carried.</p> <p><b>Motion #54 Lynn Hearn/ Sam Stack</b> Proposed to approve the expense claim for Matthew Chafe Stack in the amount of \$215.14. All in favor, motion carried.</p>
15		<p>Bills in the amount of <b>\$160,146.75</b> were tabled.</p> <p><b>Motion #55 Rick Raymond/Sam Stack</b> Proposed to pay bills in the amount of <b>\$160,146.75</b>. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
16		<p>Councillor Chafe noted that the painting is being completed in the washrooms at the town office. He enquired about changing the plumbing pipes to flex pipe at this time. Foreman will look into this for council.</p>
17		<p>Deputy Mayor Stack asked if the warming room at the community centre is tested. It was noted that it tests on its own automatically. Staff will check to see if any maintenance is required on the generator at this time.</p>
18		<p>Staff will contact the Department of Transportation &amp; Infrastructure to have the bridge re-capped and Long Run Road repaired.</p>
19		<p>The scope of work for the repairs to the exterior of the town office is complete and the foreman is in the process of getting quotes to have the work completed. Staff will follow up with Cribbies Park Chair to see if they have a second opinion on the drainage for Cribbies Park.</p>
20		<p>Mayor Lee asked for staff to do a follow up with regard to the Old Maddox Cove Road repairs.</p>
21		<p>Mayor Lee explained to council that he was speaking to staff who informed him that the new garbage truck has a really high back and it needs to be cut down. The foreman was to get a price to have it cut down from Country Trailers. Foreman will report back to council.</p>
22		<p>The cost of the new pole light and arm on Main Road, Maddox Cove will be \$735.00. Councillor Green noted that it is a safety issue so it would be money well spent. Mayor Lee noted that other residents may now want more lighting, so council must be careful with installing new lights.</p>

		<b>Motion #56 Dave Green/Harry Chafe</b> Proposed to purchase a long arm and light for pole at a cost of \$735.00. All in favor, motion carried.
23		The next meeting of council will be held on Tuesday March 16 <sup>th</sup> , 2021. <b>Motion #57 Rick Raymond/Harry Chafe</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:28pm.

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

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