

REGULAR MEETING
MONDAY MARCH 3, 2025
AGENDA

1. Minutes of February 17, 2025
2. Business Arising
3. Application (A2025-12) to operate an upholstery business at 95 Motion Bay Road
4. Application (A2025-01) to operate a microbrewery at 11 Cribbies Road
5. Disclosure Statements
6. Quote to update office email accounts
7. Culvert near ballfield on Motion Bay Road
8. Daily Foreperson's Log
9. Expense Claims
10. Bills
11. New Business
12. Adjourn

BILLS
March 3, 2025

Bell Aliant (Telephone Expense)	\$702.62
Bidgood's (Office Expense)	\$13.19
Eastern Ventures (Training Expense)	\$595.70
Brenntag (Water Expense)	\$1,685.85
City of St. John's (Garbage expense)	\$2,462.72
Canoe (Office Expense)	\$135.68
Bennett's Home Hardware (Propane Expense)	\$77.73
Hi Tech Communications (Truck Expense)	\$91.98
Printer Tech Solutions (Office Expense)	\$112.70
Orkin (Pest Control Expense)	\$77.33
Triware (Office Expense)	\$80.50
Stewart McKelvey (Professional Fees Expense)	\$455.40
Kodiak Holdings (Employee Clothing Expense)	\$472.62
T&D Enterprises (Snow Clearing Expense)	\$26,583.33
MFB Trucking (Water Infrastructure Expense)	\$4,387.25
Cassie Rideout (Cleaning Expense)	\$200.00
Triware (Office Expense)	<u>\$207.00</u>
Total:	\$38,341.60

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY MARCH 3, 2025

PRESENT: Rick Raymond, Irene Stack, David Balsom, Agatha Stack-Balsom, Kayla Parsons and Mandy Dinn

ABSENT: Ron Doyle and Ed Dyke

	ITEM
1	Acting Mayor Raymond brought the meeting to order at 6:30pm.
2	Minutes of February 17, 2025, were tabled. Motion #54 Agatha Stack Balsom/Kayla Parsons Proposed to accept minutes of February 17, 2025. All in favor. Motion carried.
	BUSINESS ARISING
3	#3 Staff were notified that the final inspection of Motion Bay Road Phase I will be completed in the spring when the snow cover clears on Motion Bay Road.
4	#9 The sea can has not been ordered yet as some ground work needs to be completed before placing it at the depot.
	TONIGHT'S AGENDA
5	Application (A2025-12) to operate a home-based upholstery business at 95 Motion Bay Road. This type of business is considered a discretionary use in the residential zone. There are 3 off street parking spaces available for the business. Motion #55 Irene Stack/Agatha Stack Balsom Proposed to send a discretionary use/new business notice to the public for comment. All in favor. Motion carried.
6	Application (A2025-01) to operate a microbrewery at 11 Cribbies Road. The applicant submitted a new parking plan that was stamped by a surveyor for council to review. Councillor Parsons advised council that her husband is no longer doing work for the applicant and that she may no longer be in a conflict of interest. Motion #56 Irene Stack/Agatha Stack Balsom Proposed that councillor Parsons is in a conflict of interest. Councillor Stack Balsom in favor. Acting Mayor Raymond, Councillors Balsom and Stack not in favor. Motion defeated. Council reviewed the parking plan and noted that some changes may have to be made to the plan and that it was different than the previously submitted plan. Council will get feedback from residents before moving forward with the application process. Motion # 57 Agatha Stack Balsom/Kayla Parsons Proposed to send a discretionary use/new business notice to the public for comment. All in favor. Motion carried. The Acting CAO advised the applicant who was present in chambers that council will need time to review the submissions from residents and that council may not be ready to make a decision at the next meeting of council.
7	The disclosure statements for councillors and the acting CAO were presented. Motion #58 Irene Stack/Agatha Stack Balsom Proposed to accept the disclosure statements for Councillors and Acting CAO. All in favour. Motion carried.
8	Quotes from Triware to update office email accounts in the amount of \$800.00 plus HST. Motion #59 Irene Stack/Agatha Stack Balsom Proposed to approve the quote from Triware in the amount of \$800.00 plus HST. All in favor. Motion carried.
9	Culvert near ballfield on Motion Bay Road. Acting Mayor Raymond noted that the culvert in the area of the ballfield is too small and should be replaced with a 36-inch culvert. Staff will have an inventory of culverts completed that are of a high, medium, and low risk to cause damages. The

		town can then prioritize which ones need immediate replacement.
10		Foreman's Log Councillor Parsons noted that she can have the final draft of the foreman's reporting form ready for the next meeting of council. Motion #60 Irene Stack/Agatha Stack Balsom Proposed to accept the foreman's Log. All in favor. Motion carried.
11		Expense claim in the amount of \$40.00 for Mandy Dinn Motion #61 Dave Balsom/ Agatha Stack Balsom Proposed to pay expense claim for Mandy Dinn in the amount of \$40.00. All in favor. Motion carried. Expense Claim in the amount of \$144.88 for Mike Hayes Motion #62 Agatha Stack Balsom/ Irene Stack Proposed to pay expense claim for Mike Hayes in the amount of \$144.88. All in favor. Motion carried.
12		Bills in the amount of \$38, 341.60 were presented. Motion #63 Kayla Parsons/ Agatha Stack Balsom Proposed to pay bills in the amount of \$38,341.60. All in favor. Motion carried.
	NEW BUSINESS	
13		Councillor Stack Balsom noted that the Department of Transportation and Infrastructure have begun repairing some shoulders of the road. More work is needed on the potholes.
14		Councillor Stack advised council that she and Acting Mayor Raymond attended Recreation's AGM. She thanked the new and old members of Recreation and congratulated the new members who were voted onto the committee. It was noted that code of conduct training will have to be made available to the new members of the committee. Council will set up a time to have an initial meeting with the new members of Recreation.
15		Councillor Balsom asked how fuel consumption is monitored in town vehicles. Staff will check into this.
16		Acting Mayor Raymond requested that council purchase 2 reflective rain jackets to have on hand for inspections and in the case of emergency. Motion #64 Irene Stack/Kayla Parsons Proposed that staff get a quote on 2 reflective rain jackets. All in favor. Motion carried.
17		Motion #65 Dave Balsom/Agatha Stack Balsom Proposed meeting be adjourned. All in favor. Motion carried. Meeting adjourned at 6:58 pm.

Rick Raymond, Acting Mayor _____

Mandy Dinn, Acting Chief Administrative Officer _____