

REGULAR MEETING
MONDAY MARCH 7, 2022
AGENDA

1. Minutes of February 7, 2022
2. Business Arising
3. Request to speak from property owner at 74 Old Maddox Cove Road with regard to drain in front of property
4. Application to operate a business (Convenience Store) at 1-3 Southside Road (A2022-04)
5. Application to construct a retaining wall, concrete pad and pave driveway at 1-3 Southside Road (A2022-08)
6. Tender Results – Capital Works Lift Stations
7. Wi-Fi Community Centre
8. Recycling Program update
9. Letter with regard to Old Maddox Cove Road
10. Request for pole light on Watt's Lane (off Shore Lane)
11. Request for donation from RNC Association
12. Application to operate a Tourist Accommodation at 19 Long Run Road
13. Capital Works – Motion Bay Road Extension
14. Foreperson's Report
15. Expense Claims
16. Bills
17. New Business
18. Adjourn

BILLS

Bennett's Home Hardware (R&M Building Expense)	\$40.56
Eastchem (Water Expense)	\$1,293.75
Emco (Water Exp.)	\$1,760.08
CIBC Mellon (Employee Pension Expense)	\$3,359.47
City of St. John's (Garbage Expense)	\$2,381.28
Bell Mobility (Cell Phone Expense)	\$355.96
Atlantic Technical Services (Water Expense)	\$7,796.54
Bidgood's (Office Expense)	\$11.19
GFL (Sewer Expense)	\$978.65
Kent (R&M Building Expense-Mini-Splits)	\$11,459.75
John Layden Trucking (Road Maintenance Expense)	\$1,840.00
Impact Signs (Signage Expense)	\$56.93
MFB Trucking (Road Maintenance Expense)	\$3,616.75
Xylem (Sewer Expense)	\$424.35
Reprographics (Copier Expense)	\$415.10
Workplace NL (Worker's Compensation Expense)	\$6,317.34
Rogers (Office Expense)	\$91.92
GTC Safety Training (Training)	\$322.00
Bell Aliant (Telephone Exp.)	\$591.44
Weir's Construction (Road Maintenance Expense)	\$2,398.85
Dynamic Engineering (Professional Fees Expense)	\$9,987.75
CBCL (Professional Fees Expense)	\$471.50
Bennett's Home Hardware (Snow Clearing & Cleaning Expense)	\$68.38
Emco (Water Expense)	\$258.35
Irving Oil Marketing (Gas Expense)	\$1,725.47
Keith's Plumbing (R&M Building Expense)	\$97.75
The Business Post (Advertising Expense)	\$103.40
NF Power (Street Lighting Expense)	\$2,511.90
Troy Healey (Professional Fees Expense)	\$700.00
T & D Enterprises (Snow clearing)	\$18,916.67
City of St. John's (Garbage Expense)	\$2,075.42
CIBC Visa (Office Exp & Sewer Exp.)	\$717.84
SNC Lavalin (Water Expense)	<u>\$856.75</u>
TOTAL	\$84,003.09

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY MARCH 7, 2022

PRESENT: Ron Doyle, Daphne Chafe, Agatha Stack-Balsom, Sherrylynn Rowe, Beatrice Burry, Ed Dyke and Stephanie Stack
ABSENT: Rick Raymond

#	ITEM
1	Mayor Doyle brought the meeting to order at 6:40pm.
2	Minutes of February 7, 2022 were tabled. Motion #34 Agatha Stack-Balsom/Daphne Chafe Proposed to accept the minutes of February 7, 2022. All in favor, motion carried.
	BUSINESS ARISING
3	#7 River on Cribbies Road Councillor Dyke, Deputy Mayor Raymond and the town foreperson visited the area to do a visual inspection of the river. Councillor Dyke noted that they inspected the river from Gerry Doyle's down to Harold Sheppard's. Councilor Dyke stated that there are a few areas that the town will need to have some work done in the spring. He stated there are a few boulders that have fallen into the river and there are also a few areas that need some cleaning out. This will be added to the list for staff to have completed in the spring. Councillor Dyke also noted that they were down to inspect the river by Mark Kieley's. He stated that they did not see any issue with this river.
4	#8 Condition of home at 6A Long Run Road A letter was sent to the property owner with regard to the condition of the property. The property owner contacted the town and stated that he would send a plan for the property into the town for review. The town has not received anything to date.
	TONIGHT'S AGENDA
5	Letter with regard to drain at 74 Old Maddox Cove Road. Ms. Joanne Head was present in chamber to speak on the issue. Ms. Head noted that she would like to have a fair assessment completed on the ditch. She noted that there is a mound of sand by the turn in the ditch. She also stated that there is a tree growing in the ditch. She asked if council could look at this ditch in the spring and have it cleaned out. Councillor Dyke noted that he did go down to inspect the ditch and noticed that there is sand build up in the ditch that may need to be cleaned out. Councillor Chafe noted that all the ditches on Old Maddox Cove Road need to be inspected and cleaned out if necessary. Staff will put this on the list for the spring to have inspected and cleaned out. Ms. Head asked if she could be present when her drain is being inspected. Councillor Rowe noted that the drains on Oceanview Boulevard also need to be inspected. Staff will schedule a time in the spring to have all drains inspected with the Inspections and Development Committee.
6	Application to operate a business at 1-3 Southside Road (A2022-04). Motion #35 Ed Dyke/Daphne Chafe Proposed to approve the application to operate a convenience store at 1-3 Southside Road. All in favor, motion carried.
7	Application to construct a retaining wall, concrete pad and paving at 1-3 Southside Road (A2022-08) Mayor Doyle asked if constructing this retaining wall will cause any issues with water in the river being directed to other properties. It was noted that this issue should be looked at by the Department of Environment and Climate Change as it would have to be approved by this department before a permit is issued. It was noted that this should be noted in the approval letter from the town. Councillor Rowe noted that the retaining wall is drawn outside the boundary on the survey. The CAO noted that she was speaking to the applicant with regard to this and he stated the retaining wall will be on the boundary line. Motion #36 Ed Dyke/Beatrice Burry Proposed to approve the application in principle with the stipulations that it is approved by the Department of Environment and Climate Change. The approval letter will note that the Department of Environment and Climate Change should consider that the wall will be constructed on a river. The Department of Environment and Climate Change should consider this when giving the approval for

		<p>the application. All in favor, motion carried.</p>
8		<p>Capital Works Project Lift Stations – Tender Results The town received 5 bids on the upgrades to the lift stations. Rodco Mechanical - \$159,953.50 Budgell's Equipment & Rentals - \$178,963.00 Top Notch Electrical - \$182,850.00 H & R Mechanical – \$187,565.00 Platinum Construction - \$278,144.78 The lowest compliant bid was Rodco Mechanical in the amount of \$159,953.50. Motion #37 Ed Dyke/Agatha Stack-Balsom Proposed to accept the bid from Rodco Mechanical in the amount of \$159,953.50. The town will cover the extra cost of \$7,388.50. All in favor, motion carried.</p>
9		<p>Wi-Fi at Community Centre Staff presented a quote for a Mesh Wi-Fi System in the amount of \$439.00. This will help with the Wi-Fi connection at the community centre. It was noted that this may not be required now that restrictions may be lifted as of March 14, 2022. Councillor Rowe noted that if cases increase there may be a change that restrictions may tighten again. It was recommended that the Mesh Wi-Fi System be put on hold for now but if needed in the future it can be ordered.</p>
10		<p>Recycling Program The Recycling Committee has finalized the education piece for the recycling program. Information regarding the recycling program will be sent out to the public in the next few days in a newsletter. The plan will be to start the program the first week in May. Motion #38 Ed Dyke/Beatrice Burry Proposed to order magnets in the amount of \$695.00 to send out to residents which would include the garbage and recycling schedule. All in favor, motion carried. Staff will also laminate the “What can be Recycled at the Curb” flyer for residents. Motion #39 Beatrice Burry/Daphne Chafe Proposed to update the website with the recycling information. All in favor, motion carried. The schedule for the Recycling Program will be as follows: Week 1 - Paper in Petty Harbour Week 2 – Paper in Maddox Cove Week 3 – Containers in Petty Harbour Week 4 – Containers in Maddox Cove Council approved this schedule. Training for staff will commence in the coming weeks. Councillor Rowe noted that she has confirmed with Billy Boot that they will let the town purchase their blue bags at cost. The town would need to purchase 5 boxes of bags in order to give residents 3 bags as an incentive to start recycling. Staff will purchase these bags and will distribute at the town office with a recycling information package. Councillor Rowe thanked the CAO Stephanie Stack and staff for their work on the recycling program.</p>
11		<p>Letter with regard to condition of Old Maddox Cove Road. The Foreperson was down to inspect the area and noted that there is still snow on the shoulder of the road so it is very hard to see the condition of the shoulder of the road. The Foreperson will visit the area again in the spring to complete any repairs that are necessary. Councillor Stack-Balsom noted that this road is narrow and council should consider making it a one-way. Councillor Chafe noted that she would not be in favor of making the road one-way. Council noted that they will inspect the area in the spring and complete any repairs that are needed. It was also noted that they will look into have lines painted on this road.</p>
12		<p>Request to have a pole light installed on Watt's Lane (off Shore Lane) Councillor Dyke noted that he cannot approve a pole light to be installed on private property. He stated that this pole light would only illuminate private property. Mayor Doyle agreed and stated that placing a pole light on private property would set a precedent. Mayor Doyle noted that if it was lighting a town road he would possible consider it but not in this location. Motion #40 Agatha Stack-Balsom/Daphne Chafe Proposed not to approve a pole light to be installed on Watt's Lane (off Shore Lane). All in favor, motion carried.</p>

13		<p>Request for donation from the RNC Association. Motion #41 Ed Dyke/Beatrice Burry Proposed not to approve the request for a donation from the RNC Association. All in favor, motion carried.</p>
14		<p>Application to operate a tourist accommodation at 19 Long Run Road. As this is a new business, it is required to go to the public for comment. Motion #42 Agatha Stack-Balsom/Daphne Chafe Proposed to send out a notice to the public for comment. All in favor, motion carried.</p>
15		<p>Capital Works Project – Motion Bay Road Extension The town received notification that they were successful in acquiring funding for the Capital Works Project – Motion Bay Road Extension in the amount of \$256,283.00. Councillor Rowe asked if she would be in a conflict of interest with regard to this project as the proposed drainage may be coming down in front of her property. Motion #43 Ed Dyke/Beatrice Burry Proposed that Councillor Rowe was not in a conflict of interest. All in favor, motion carried.</p> <p>Motion #44 Agatha Stack-Balsom/Ed Dyke Proposed the town accept the cost-shared funding for the Capital Works Project – Motion Bay Road Extension (Project #17-GI-22-00095) in the amount of \$256,283.00. Council agrees to provide their cost share in the amount of \$23,241.00 for this project and authorizes the Mayor and the CAO to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf on the town. All in favor, motion carried.</p>
16		<p>Foreperson's Report The Foreperson's Report was tabled. (There were two report due to the fact that the last meeting was cancelled) There was a lengthy discussion with regard to the discoloration in water over the past number of weeks. The CAO informed the town that the foreperson has been talking to the representatives with the province with regard to this issue. They have noted that the issue we are having is due to the turnover in the pond and the excessive amount of run off into the pond. The foreperson will be checking the turbidity in the pond to see if the issue is with the pond. Staff wanted to ensure council that they have been investigating the issue and will continue to monitor this situation to see if there is anything further that we can do to help with the discoloration. The CAO noted that water is tested daily by the town and monthly by the province and is safe for consumption.</p> <p>Motion #45 Ed Dyke/Agatha Stack-Balsom Proposed to accept the Foreman's Reports. All in favor, motion carried.</p>
17		<p>Expense Claim Motion #46 Agatha Stack-Balsom/Beatrice Burry Proposed to approve the expense claim for Stephanie Stack in the amount of \$42.68 All in favor, motion carried.</p> <p>Motion #47 Agatha Stack-Balsom/Beatrice Burry Proposed to approve the expense claim for Cyril Whitten in the amount of \$29.14. All in favor, motion carried.</p> <p>Motion #48 Agatha Stack-Balsom/Daphne Chafe Proposed to approve the expense claim for Glen Whitten in the amount of \$29.14. All in favor, motion carried.</p> <p>Motion #49 Agatha Stack-Balsom/Daphne Chafe Proposed to approve the expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.</p>
18		<p>Bills in the amount of \$84,003.09 were tabled. Motion #50 Agatha Stack-Balsom/Beatrice Burry Proposed to pay bills in the amount of \$84,003.39. All in favor, motion carried.</p>
	<p>NEW BUSINESS</p>	

19		The CAO noted that there is a grant that the town can apply for in the amount of \$10,000 from Newfoundland Power called "The TakeCharge of your Town Challenge". This grant is to support efforts to develop or improve energy conservation or energy efficiency projects. The CAO noted that she would like to apply or a mini-split for the town office and/or upgrade the lighting at the town office. Council agreed that this would be a great idea.
20		Town building lot at 66 Motion Bay Road – Motion Bay Road Subdivision Motion #51 Ed Dyke/Daphne Chafe Proposed for the town to place this property up for sale. All on favor motion carried.
21		Councillor Stack-Balsom asked about the water issue on Church Lane. The CAO will have the Foreperson report back to council what the issue is in the area.
22		Mayor Doyle noted that he would like to see some better communication between the town and Newfoundland Power. He noted that during the last rain storm the road to the Goulds was washed out. The town later discovered that there was no water going through the penstock as there was a part that Newfoundland Power was waiting on. Mayor Doyle stated that he feels that there should be better communication from Newfoundland Power with the town. He stated he would like to set up a meeting with them. Staff will set up a meeting with Newfoundland Power.
23		The town received a Come Home Year Grant in the amount of \$2000.00. Staff will get a price to hydro seed the new look-out area in Maddox Cove and possibly placed crush stone in the area.
24		Request from the East Coast Trail Association to replace the trailhead signs and the trail warning signs on the East Coast Trail. Motion #52 Ed Dyke/Beatrice Burry Proposed to approve the replacing of trailhead signs and the trail warning signs on the East Coast Trail. All in favor, motion carried.
25		New Covid Regulations – It was noted that as of March 14, 2022 all Covid regulations may be removed. The CAO asked council how they will be moving forward for future meetings. Councillor Stack Balsom and Councillor Rowe noted they would like to see masks remain even after March 14, 2022. Councillor Dyke stated that the town may not be able to enforce people to wear masks. Staff will check into this. The next meeting will be held at the community centre.
26		Motion #53 Ed Dyke/Agatha Stack-Balsom Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:34pm. Council met after the public meeting for a private meeting to discuss a legal matter.

Ron Doyle, Mayor _____

Stephanie Stack, Administrative Assistant _____