

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

TUESDAY MAY 22, 2018

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

#	ITEM
1	Mayor Lee brought the meeting to order at 6:40pm.
2	Minutes of May 7, 2018 were read. Motion #164 Rick Raymond/Harry Chafe Proposed minutes of May 7, 2018 be approved. All in favor, motion carried.
	BUSINESS ARISING
3	#4 Repairs to siding on Town Office -- Staff will check to see when this will be completed.
4	#10 The Inspections & Development Committee along with staff visited the site and determined that the parking did meet the 1.5 meter regulation. The committee noted however that the number of spaces available were less than what was noted on the application. The Inspections and Development Committee signed off on the parking for this application.
5	#24 Speed Bumps. Motion #165 Rick Raymond/Harry Chafe Proposed to order ten (10) 6' speed bumps at a cost of \$169.00 each. The Inspections and Development Committee will determine the location of the speed bumps. All in favor, motion carried.
6	#32 Update on rodent problem at 33 Motion Bay Road. The problem seems to be improving and Orkin will continue to monitor. Councillor Chafe noted that staff did a good job handling the situation.
	TONIGHT'S AGENDA
7	Request from property owner of 56 Main Road, Petty Harbour to place a temporary portable toilet on his property. It was noted by Councillor Orren that there is currently a portable toilet on the property even though a portable toilet has not been approved. Mayor Lee asked how long the applicant would require the portable toilet. The applicant stated that it would only be until November 1. Mayor Lee noted that on the application it states that the applicant will connect to the town's water & sewer. The applicant noted that his plan is to hook onto the sewer. Councillor Orren noted that council has to be very careful approving portable toilets and that the town would not want portable toilets everywhere in the community. Mayor Lee also noted that the applicant needs to connect to the sewer and 6 months is not temporary. Applicant noted that pipes were placed across his property without knowledge and that he was willing to have them moved at his expense. The applicant asked if he could use the portable toilet as a holding tank and place inside the building. The applicant also noted that he will hook onto the sewer by his next season. Motion #166 Rick Raymond/David Green Proposed to approve a portable toilet inside the building. Portable toilet has to be removed by November 1, 2018. Deputy Mayor Stack, Councillor Orren, Councillor Hearn, Councillor Raymond, Councillor Chafe and Councillor Green in favor. Mayor Lee not in favor. Motion carried.
8	Application to build a 50 X 80 commercial building (adventure centre, boathouse and restaurant/kitchen multi-purpose room) at 56-58 Main Road, Petty Harbour. A public notice was sent out to the public. The Town received 5 letters of concern with regard to the application. All 5 letters were tabled. Councillor Green noted that he has a problem with the size of the building. He also noted that the building is two story and

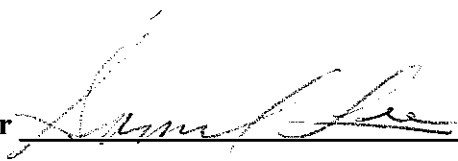
		<p>it would dominate everything else in the harbour. It was noted by a number of councillors that the current building on the property looks great and fits into the area without taking away from the appeal of the harbour. Mayor Lee noted that historically there were larger buildings around the harbour front. Councillor Orren asked if the applicant could hold a public meeting with regard to the development as it is a substantial development for the town and its residents. Councillor Orren also stated that engineered drawings should be required for drainage as there will be significant fill placed on the property.</p> <p>Motion #167 Sam Stack/Harry Chafe Proposed to approve application to build a 50 X 80 commercial building (adventure centre, boathouse and restaurant/kitchen multi-purpose room) at 56-58 Main Road, Petty Harbour be approved in principle under the conditions that it is approved by the Department of Municipal Affairs and Environment and the Harbour Authority. The applicant would also have to provide engineered drawings of the change to the sewer over flow, sewer connection, culvert and drainage. Mayor Lee, Deputy Mayor Stack and Councillor Hearn in favor. Councillor Orren, Councillor Raymond, Councillor Chafe and Councillor Green not in favor. Motion defeated.</p>
9		<p>Request from Rob Carter of North Atlantic Ziplines for approval for liquor license.</p> <p>Councillor Chafe asked if the license was a club license. Mr. Carter noted that it was a recreational license. Councillor Raymond asked about the buildings capacity for functions. Mr. Carter noted that it would be 40 people. Councillor Chafe noted that parking is an issue. Mayor Lee noted that parking is an issues throughout the community and that the town is looking into ways of rectifying this such as ticketing. Mr. Carter noted that there will be no parties on the deck only patrons of his business enjoying music and a drink. It was noted that there is a noise by-law in place and that would have to be adhered to.</p> <p>Motion #168 Kim Orren/Rick Raymond Proposed to approve request for a recreational liquor license. Mayor Lee, Deputy Mayor Stack, Councillor Orren, Councillor Hearn, Councillor Raymond, and Councillor Green in favor. Councillor Chafe not in favor. Motion carried.</p>
10		<p>Vehicle Nuisance Regulation/By-Law</p> <p>Motion #169 Rick Raymond/Kim Orren Proposed to adopt the Vehicle Nuisance Regulation/By-Law. Mayor Lee, Councillor Orren, Councillor Hearn, Councillor Chafe, Councillor Raymond, and Councillor Green in favor. Deputy Mayor Stack not in favor. Motion carried.</p>
11		<p>Clarification of Motion # 96 of March 26, 2018 minutes with regard to proposed changes to the Town Plan.</p> <p>Motion #170 Lynn Hearn/David Green Proposed to rescind Motion # 96 of March 26, 2018. All in favor, motion carried.</p> <p>Motion #171 Rick Raymond/Kim Orren Proposed to move forward with proposed change to the Town Plan zoning, policies and regulations as follows:</p> <ul style="list-style-type: none"> - Parking regulation Section 5.3 and 5.4 - Servicing regulation Section 8.7.5 - 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 Regulations - Removal of regulation 4.18 of the Town Regulations <p>All in favor, motion carried.</p>
12		<p>Gas Tax Capital Investment Plan.</p> <p>Motion #172 Rick Raymond/David Green Proposed to rescind Motion # 130 of the April 24, 2018 minutes. All in favor, motion carried.</p> <p>There was discussion with regard to different projects that council could apply for under the Gas Tax Capital Investment Plan. The following projects were discussed:</p> <ul style="list-style-type: none"> - Filling in of the shoulder of the road on Southside Road.

		<ul style="list-style-type: none"> - Resurfacing of Motion Bay Road - Ditching of Motion Bay Road Extension <p>Motion #173 Harry Chafe/Rick Raymond Proposed to apply for the following projects under the Gas Tax Capital Investment Plan.</p> <ul style="list-style-type: none"> - Sewer extension on Motion Bay Road Extension - Ditching of Motion Bay Road Extension <p>All in favor, motion carried.</p>
13		<p>Request from T & D Enterprises to extend the snow clearing contract. Mayor Lee, Councillor Chafe and Councillor Hearn left the chambers due to a conflict of interest at 8:03. An email from Government Purchasing Agency was tabled. The email suggested that the town receive legal advice before determining if they can extend the contract for snow clearing to T & D Enterprises.</p> <p>Deputy Mayor Stack noted that he thought the request was for a year extension. Stephanie noted that the letter stated another term not year. Councillor Green noted that this request is asking to extend the contract so that council does not have to go to tender. Deputy Mayor Stack stated that council should seek legal advice. There was a consensus around the table that the contract would have to go to tender but the town would seek legal advice to see what the town's options are.</p> <p>Motion # 174 Rick Raymond/Kim Orren Proposed for the town to seek legal advice on this request as it pertains to the snow clearing contract. All in favor, motion carried. Mayor Lee, Councillor Chafe and Councillor Hearn returned to chambers at 8:07.</p>
14		<p>Business Restroom Facilities Policy.</p> <p>Motion # 175 Sam Stack/Kim Orren Proposed to approve the Business Restroom Facilities Policy with changes. All in favor, motion carried.</p>
15		<p>Dilapidated building and garbage at 49 Southside Road. Pictures of the area were tabled.</p> <p>Motion # 176 Rick Raymond/Lynn Hearn Proposed to send an order to property owner to have building repaired or removed. All in favor, motion carried.</p> <p>Motion # 177 Rick Raymond/Kim Orren Proposed to send an order to property owner to have garbage cleaned up at 49 Southside Road.</p> <p>There was also some discussion with regard to water that is being supplied to a camper in the area.</p> <p>Motion # 178 Rick Raymond/Lynn Hearn Proposed for staff to determine where the water is being supplied from. Once that is determined staff will send a letter to the property owner who is supplying the water stating that it has to be disconnected in 2 weeks or water will be shut off from his connection. All in favor, motion carried.</p> <p>Mayor Lee noted that if any councillors have names of property owners of sheds that are hooked onto someone else's water supply to provide them to him and he will have staff investigate to see if water taxes are being paid.</p> <p>Motion # 179 Harry Chafe/Lynn Hearn Proposed to send letters to all property owners stating effective 2019 any property owners that are sharing water services will be charged a yearly water tax for the number of properties that are being supplied. All in favor, motion carried.</p>
16		<p>Request from Youth Ventures for the Town to waive the permit fees for youth entrepreneurs.</p> <p>Motion # 180 Sam Stack/Rick Raymond Proposed to waive any permit fees for Youth Ventures entrepreneurs. All in favor, motion carried.</p>
17		<p>Expense claim for Deputy Mayor Stack in the amount of \$72.76 was tabled.</p> <p>Motion # 181 Harry Chafe/Rick Raymond</p>

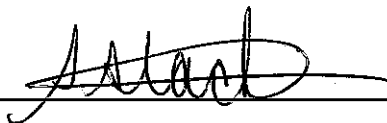
		Proposed expense claim for Deputy Mayor Stack in the amount of \$72.76 be approved. All in favor, motion carried. Deputy Mayor Stack abstained from voting due to the fact that it was his expense claim
18		Expense claim for Stephanie Stack in the amount of \$50.00 was tabled. Motion # 182 Harry Chafe/Rick Raymond Proposed expense claim for Stephanie Stack in the amount of \$50.00 be approved. All in favor, motion carried.
19		Request from resident for a donation for a fundraiser. Motion # 183 Kim Orren/David Green Proposed not to approve donation as it does not meet the town's donation policy criteria. All in favor, motion carried.
20		Labour Management Summer Hours – Summer hours will start on July 3 and end on September 10. Summer hours for inside and outside staff will be as follows: 8am – 4pm with a half hour to lunch. Currently outside staff hours are 8:00 – 4:30. These regular working hours will change effective September 10 to 8:00am – 5:00pm. The working alone procedure and staff training will be discussed at a privileged meeting of council. The Committee will also meet with staff to go over the areas where a working alone policy is needed. Councillor Orren noted that she has a list of training that is needed for staff.
21		Tax structure for buildings such as greenhouse/treehouse and other non-permanent structures was discussed. Deputy Mayor Stack noted that the finance Committee could look into this the next time they meet. Stephanie noted that council could continue to charge customers for these types of structures and have residents apply to council for a refund. Mayor Lee agreed with this approach. Councillor Orren suggested, and council agreed, that the Inspections and Development Committee would determine if a charge is warranted for smaller/non-permanent structures. Councillor Orren also noted that the town should place a notice in the newsletter with regard to permits for above and underground pools. Staff will check to see if there is a standard size that would require a permit.
22		The after-hours call/inquiry log for the CAO was tabled.
23		Motion #184 Rick Raymond/Harry Chafe Proposed bills in the amount of \$15,001.87 be approved for payment. All in favor, motion carried.
	NEW BUSINESS	
24		Councillor Chafe asked about the letter that was sent to the previous property owner of the holding tank at 62A Main Road, Petty Harbour. Staff informed council that the previous property owner has stated that he has sold the building and there was stipulations in the deed that the new owner is responsible for all aspects of the water & sewer connection.
25		Deputy Mayor Stack asked if there was any update on the mapping of the water line on Motion Bay Road Extension. This information is required to determine if there will be an issue with the retaining wall on Motion Bay Road Extension. Stephanie noted that staff is completing the last of the mapping of the curb stops. Once this is complete the data will be downloaded to our GIS system and the location of the water line will be marked.
26		Councillor Hearn noted that recreation received a Canada Summer Grant for 10 students and 1 coordinator. Recreation will be discussing how they will be handling who will be overseeing the program.
27		Volunteer Night – meals and music has been booked. Thursday at 7:00 has been set aside for the set up for the volunteer night. Councillor Hearn asked about council providing drinks for the volunteers. Council will discuss this on Thursday.
28		Councillor Orren noted the following upcoming events: May 30 - event at Bruneau Centre 5-9pm - Rising Voices documentary screening followed by youth panel, then opportunity for youth to compete for Rising Youth community service grants of \$250-\$750-

		<p>\$1500 awarded that night. This is a collaboration between Fishing for Success, Taking It Global, MUNSU, and Government of Canada.</p> <p>June 2 - 10am-12:30pm - East Coast Trail annual fundraising hike - Fishing for Success and Petty Harbour Mini Aquarium are hosting a Family Wharf Walk with hands-on activities at Island Rooms.</p> <p>June 2 - 6pm - TEDxStJohns -BMW Kenmount Rd, St John's - Kimberly Orren - volunteer project manager of Fishing for Success is one of the speakers at TEDxStJohns.</p> <p>May 15, 17 & 19 - Petty Harbour Mini Aquarium & Fishing for Success hosted 75 national influencers and Ford Motor Co Canada (and about 14 brand new Ford Ecosports!) at Island Rooms as part of a media event in Newfoundland to introduce the new vehicle.</p>
29		Councillor Green noted that the street sign at the bottom of Long Run Road needs to be repaired/moved. The Inspections and Development Committee will look into this.
30		Councillor Green asked if the agenda could be placed on the town website. Staff will place the agenda on the website before the meeting.
31		<p>Mayor Lee discussed the issue of the repairs that are needed for the town wharf. It was noted that town staff will complete this work as it went out to tender and there were no bids submitted.</p> <p>Motion #185 Rick Raymond/Harry Chafe Proposed to order the materials for the wharf repair. All in favor, motion carried. Mayor Lee will look after getting the materials ordered.</p>
32		<p>The Petty Harbour/Maddox Cove Heritage Museum asked if they could move the "barking pot" to the front lawn of the museum and display it as a fishery artifact with appropriate signage.</p> <p>Motion #186 Kim Orren/David Green Proposed to allow the Petty Harbour/Maddox Cove Heritage Museum to move the "barking pot" to the front lawn of the museum and display it as a fishery artifact with appropriate signage. All in favor, motioned carried.</p>
33		Request to have Enviromasters complete the grass cutting on the Ron Weir Memorial Ball Field and Bidgood's Property. Council will discuss and place on the agenda for the next meeting.
34		Request from the town's engineer to increase the budget for general engineering services from \$8000 to \$12000. Council would like to have a breakdown of the current expenses that equal the \$8000. Will place on the agenda for the next meeting.
35		The "No Parking" sign on the Main Road by Harbour House will be moved to the fence of Harbour House. This was at the request of the owner of Harbour House.
36		Mayor Lee informed council that staff will be increasing the pressure in Maddox Cove in the coming weeks. The increase will be in very small increments to ensure the integrity of the line. The test will be conducted on the fire hydrants in the area in order to get a more accurate pressure reading.
37		<p>Motion #187 Sam Stack/Rick Raymond Proposed the meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:55pm.</p>

Samuel Lee, Mayor



Stephanie Stack, Chief Administrative Officer



TOWN OF PETTY HARBOUR/MADDOX COVE
REGULAR MEETING
TUESDAY MAY 22, 2018

1. Minutes of May 7, 2018
2. Business Arising
3. Request from Rick Stanley with regard to placing a temporary port a potty on his property at 58 Main Road, Petty Harbour.
4. Application from Rick Stanley to construct a two story 50' x 80' commercial building (Adventure Centre, boathouse and restaurant/kitchen multi-purpose room at 56-58 Main Road. Petty Harbour.
5. Request from Rob Carter of North Atlantic Ziplines for approval for liquor license
6. Vehicle Nuisance Regulation/By-Law.
7. Clarification to Motion # 96 of March 26, 2018 minutes with regard to proposed changes to the Town Plan and Regulations.
8. Gas Tax – Capital Investment Plan Application.
9. Request from T & D Enterprises to extend the snow clearing contract.
10. Business Restroom Facilities Policy.
11. Garbage – Southside Road.
12. Request from Youth Ventures for the Town to waive the permit fees for youth entrepreneurs.
13. Expense Claim Sam Stack – Mileage.
14. Expense Claim Stephanie Stack – Mileage.
15. Request from resident for a donation for a fundraiser.
16. Tax structure for buildings such as greenhouse/treehouse and other non-permanent structures.
17. Labour Management – Summer Hours, working alone procedure, and training for staff
18. CAO call log
19. Bills
20. New Business
21. Adjourn

BILLS

Brenntag Canada (Water & Sewer Expense)	\$1,208.66
Bell Mobility (Cell Phone Expense)	\$84.52
CBCL (Professional Fees Expense)	\$2,655.50
McDonalds Home Hardware (R&M Building & War Memorial Expense)	\$110.20
T&D Enterprises (Snow Clearing Expense)	\$9,625.50
John Layden Trucking (Road Maintenance & Rodent problem)	\$494.08
Orkin (Pest Control)	\$862.50
The Telegram (Advertising Expense)	<u>\$454.99</u>
TOTAL	\$15,001.87