

REGULAR MEETING
MONDAY MAY 25, 2020
AGENDA

1. Minutes of April 11, 2020
2. Business Arising
3. Job Description – Part-time Labourer
4. Collective Agreement
5. Report from SNC Lavalin – Old Maddox Cove Road
6. Report from CBCL – Motion Bay Road Extension
7. Application to build a home at 94 Southside Road (Application # A2020-19)
8. Application to build a shed at 166 Main Road, Maddox Cove (Application #A2020-27)
9. Application to build greenhouse at 19 Kennedy's Lane (Application#A2020-28)
10. Application to excavate, construct driveway and french drain at 52 Southside Road
11. Application to build extension to home and alterations to existing decks at 52 Southside Road
12. Doggie Bag Dispensers
13. Holdback payout – Snow Clearing contractor
14. 66-76A Motion Bay Road – Write off-of interest
15. Complaint with regard to garbage around house at 42 Long Run Road
16. Proposed amendment to the St. John's Urban Region Regional Plan
17. Letter with regard to non-operational vehicle parked on Skinner's Hill
18. Foreperson's Report
19. Expense Claims
20. Bills
21. New Business
22. Adjourn

BILLS

CBCL Ltd. (Professional Services Expense)	\$380.44
Rogers (Office Expense)	\$97.67
Bell Aliant (Telephone Expense)	\$572.97
Orkin (Pest Control Expense)	\$86.25
Source Atlantic (Office Expense)	\$138.56
Reprographics (Copier Expense)	\$469.15
MFB Trucking (Water & Road Expense)	\$1,768.13
John Layden Trucking (Garbage Expense)	\$575.00
McDonald's Home Hardware (Road Maintenance Expense)	\$68.38
Staples (Office Expense)	\$148.21
Modern Paving (Road Maintenance Expense)	\$689.34
Stewart McKelvey (Professional Fees Expense)	\$747.50
East Chem (Water Expense)	\$903.21
T&D Enterprises (Snow clearing – Holdback)	\$9,625.65
T&D Enterprises (Garbage Truck Expense)	<u>\$1,199.50</u>
TOTAL	\$17,469.96

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY MAY 25, 2020

This meeting took place remotely via Zoom. (The meeting was open to the public)

PRESENT: Sam Lee, Sam Stack, David Green, Kimberly Orren, Linda Hearn, Harry Chafe and Stephanie Stack

ABSENT: Rick Raymond

#	ITEM
1	Mayor Lee brought the meeting to order at 6:41pm.
2	Minutes of May 11, 2020, 2020 were read. Motion #124 Lynn Hearn/David Green Proposed minutes of May 11, 2020 be approved. All in favor, motion carried.
	BUSINESS ARISING
3	#10 Staff will check with the Department of Transportation and Works with regard to the missing pylons on the Main Road in Maddox Cove.
4	#16 No update on Avalon Fundamentals batting cage.
5	#22 The garbage truck tender will close on Friday May 29 at 12:00 noon.
6	#26 The Provincial Government announced \$25 Million in funding for Tourism and Hospitality, under the Tourism and Hospitality Support Program.
7	#29 Ticketing Update The tickets have been finalized and approved by Fines Administration. Staff will order the tickets. Staff also received a price from the Canadian Corp. of Commissionaires to issue tickets for the town. The cost for this would be \$45.00 per hour with a minimum of 4 hours per day. Motion #125 David Green/Sam Stack Proposed to accept the Canadian Corp. of Commissionaires as a sub-contractor for the town to issue non-moving violation tickets within the town's boundary. All in favor, motion carried. Staff will check with the Canadian Corp. of Commissionaires to determine how long the town would have to sign a contract for and if they work on the weekends.
8	#30 Hydrant Flushing The foreman will contact Darren Patey to meet to discuss the town purchasing a diffuser.
9	#34 The speeds bumps will be installed on Cribbies Road. The other speed bumps will follow once the roads are swept and lined.
	TONIGHT'S AGENDA
10	The job description for the part-time laborer position was tabled. Deputy Mayor Stack wanted to clarify that this position was only on a call-in basis when needed. Motion #126 Sam Stack/Harry Chafe Proposed to accept and approve the job description for the part-time laborer position. All in favor, motion carried.
11	Union Contract As there were three councillors in conflict of interest on this topic (Mayor Lee, Councillor Hearn and Councillor Chafe) there was no longer a quorum to vote on the contract. This item was deferred until the next meeting.
12	Report from SNC Lavalin – Old Maddox Cove Road. Deputy Mayor Stack asked if Mayor Lee would be in a conflict as his home is in the direct area of the road repairs. There was some discussion on this and it was noted that this road is an artery for all residents on Old Maddox Cove Road, Hamlyn Heights and Shore Lane. Motion #127 Harry Chafe/David Green Proposed that Mayor Lee was in a conflict of interest when discussing this matter. Deputy Mayor Stack in favor. Councillor Green, Councillor Hearn and Councillor Orren and Councillor Chafe not in favor. Motion defeated. A report from SNC Lavalin regarding Old Maddox Cove Road was tabled. The estimated cost to have this road repair completed is \$369,153.02. The town

		<p>received correspondence for the Department of Municipal Affairs and Environment informing the town that they had \$318,000 in their gas tax for the next 5 years and that they could borrow against their future allocations. It was also noted by the Department that the town could apply for Emergency funding that could be awarded up to \$30,000.</p> <p>Deputy Mayor Stack noted that council would have to rescind any motion that were previously made to use the gas tax funds for Motion Bay Road Extension. Councillor Green and Councillor Chafe noted that the town needs to have this road repaired as it is a safety concern. Deputy Mayor Stack noted that he inspected the area and the culvert is completely gone and repairs must be done.</p> <p>Motion #128 Harry Chafe/David Green</p> <p>Proposed for the town to borrow against their future allocations for their gas tax funds for the next five years in the amount of \$318,000 and to apply to province for emergency funding also. All motions that reference using the gas tax funds for Motion Bay Road Extension will be rescinded. All in favor, motion carried.</p>
13		<p>Report from CBCL – Motion Bay Road extension</p> <p>Staff will be meeting with representative of CBCL Ltd. on Wednesday May 27 at 10:00am to discuss the report.</p>
14		<p>Application to build a home at 94 Southside Road (Application #A2020-19). It was noted that this parcel of land is a non-conforming lot and as per the town plan a new home would have to go on the same footprint. It was noted that the applicant has asked to move the house footprint over 2 feet to the west as the current house is directly on the boundary. The applicant had asked in his application that if council could not approve the increased size for a new home, could they consider the original footprint and the 2-foot relocation of the footprint.</p> <p>Motion #129 Sam Stack/David Green</p> <p>Proposed to approve the construct of a new home on the same footprint as the original home and to allow for the footprint to be moved 2 feet to the west. All in favor, motion carried.</p> <p>It was noted that the new home would now be 6' 3" from the corner of 96 Southside Road.</p>
15		<p>Application to build a shed at 166 Main Road, Maddox Cove (Application #A2020-27)</p> <p>This application has a 1% lot coverage for accessory buildings and meets the regulations in the Residential Zone. It has been inspected and signed off on by staff and the Inspections and Development Committee.</p> <p>Motion #130 Harry Chafe/Lynn Hearn</p> <p>Proposed to approve the application to build a shed at 166 Main Road, Maddox Cove (Application #A2020-27). All in favor, motion carried.</p>
16		<p>Application to build a greenhouse at 19 Kennedy's Lane (Application #A2020-28)</p> <p>This application has a 4% lot coverage for accessory buildings and meets the regulations in the Heritage Zone. It has been inspected and signed off on by staff and the Inspections and Development Committee.</p> <p>Motion #131 Sam Stack/Harry Chafe</p> <p>Proposed to approve the application to build a greenhouse at 19 Kennedy's Lane (Application #A2020-28). All in favor, motion carried.</p>
17		<p>Application to excavate for foundation, driveway and French drain at 52 Southside Road (Application #A2020-35).</p> <p>Councillor Green noted that he is in a conflict of interest as he is the owner of the property. Mayor Lee and staff inspected the area and only had one concern over the drain. The drain was not marked out at the time of the inspection. The applicant has since marked the drain and Mayor Lee and staff inspected a second time. It was noted that there is a culvert in the area that the applicant will have to join his drain into.</p> <p>Motion #132 Sam Stack/Harry Chafe</p> <p>Proposed to approve the application to excavate for foundation, driveway and French drain at 52 Southside Road. All in favor, motion carried.</p>
18		<p>Application to build an extension to home at 52 Southside Road (Application #A2020-36). Councillor Green noted that he is in a conflict of interest as he is the owner of the property. The application meets all the requirements of the Heritage zone and has been signed off on by staff and the Inspections and Development Committee.</p> <p>Motion #133 Harry Chafe/Kim Orren</p> <p>Proposed to approve the application to build an extension to home at 52 Southside Road (Application #A2020-36). All in favor, motion carried.</p>
19		<p>Doggie Bag Dispensers</p> <p>There was a discussion with regard to some dog owners using these types of bags to pick up their dogs' poop and then still throwing the bag on the side of the road.</p>

		<p>Deputy Mayor Stack stated that the town could start a pilot project with a few of the dispensers and see how they work.</p> <p>Motion #134 Sam Stack/David Green</p> <p>Proposed to install 3 dispensers as a pilot project (East Coast Trail parking area in Maddox Cove, the Point and Ron Weir Memorial ballpark). All in favor, motion carried.</p>
20		<p>T & D Enterprises – Hold back</p> <p>The foreperson has noted that all the repair work has been completed by the contractor and he has signed off on the holdback.</p>
21		<p>66-76A Motion Bay Road – Write off interest.</p> <p>Motion #135 Lynn Hearn/Sam Stack</p> <p>Proposed to write off the interest for 66-76A Motion Bay Road in the amount of \$2,394.30. All in favor, motion carried.</p>
22		<p>Complaint regarding garbage around homes at 36A Long Run Road, 36B Long Run Road and 42 Long Run Road. The town received a complaint with pictures of garbage around these two homes. Councillor Green noted that there is even more garbage around the home that is not depicted in the pictures. Councillor Orren noted that it is a community issue due to Covid-19 and the fact that the town did not have a bulk garbage pick-up yet this year. Deputy Mayor Stack noted that he disagreed with the problem being due to the absence of bulk garbage pick-up. He stated that this is garbage that has been there for years. Deputy Mayor Stack said all property owners should have to clean up the mess and garbage around their properties. Mayor Lee noted that he went around the community and there are a couple of properties in the town that need to be sent a letter to clean up around their properties. Deputy Mayor Stack noted that the town should send out a generic letter to all residents about having their properties tidied up and a specific letter to the homeowners of 36A Long Run Road, 36B Long Run Road and 42 Long Run Road . It was agreed by council that they will start their bulk garbage pick-up after the Level 3 alert phase on June 8. Staff will check with the Harbour Authority to see if they will continue to do a 50/50 split of the cost to clean up the waterfront areas as they have done in previous years.</p> <p>Mayor Lee noted that the properties that he was informed of that were unsightly and had garbage around them had nothing to do with bulk garbage. It stated is was just messy property owners.</p> <p>Motion #136 Lynn Hearn/Sam Stack</p> <p>Proposed to send a letter to the property owners of 36A Long Run Road, 36B Long Run Road and 42 Long Run Road stating they have 2 weeks to clean up around their properties and fix the dilapidated condition of the property. All in favor, motion carried.</p> <p>Mayor Lee noted that he had calls on a couple of other properties: Island Rooms- Fishing for Success 57 Main Road, Petty Harbour 60C Main Road, Petty Harbour 60 Main Road, Petty Harbour 56-58 Main Road, Petty Harbour</p> <p>Councillor Orren was in a conflict of interest as she is one of the property owners and did not vote on this matter.</p> <p>Motion #137 Sam Stack/Lynn Hearn</p> <p>Proposed to send a letter to the property owners of 60C Main Road Petty Harbour, 60 Main Road Petty Harbour and 56-58 Main Road Petty Harbour stating they had 2 weeks to clean up around their properties. It was noted that council would not send a letter to 57 Main Road Petty Harbour as the property owner had a permit for renovations and is currently working on this property. All in favor, motion carried.</p>
23		<p>Proposed amendment to the St. John's Urban Region Regional Plan. Council had no comments or concerns with regard to this amendment.</p>
24		<p>Letter with regard to non-operational vehicle parked on Skinner's Hill. Councillor Green noted that this vehicle is an eye sore and should be removed. Mayor Lee noted that the town does have a vehicle nuisance by-law that addresses this. A neighbouring resident was present at the zoom meeting and noted that this vehicle has been non-operational for a long time. She noted that when there are tourist renting a home in the area and they use this parking space also and it makes it dangerous when they try to exit the space. She noted that now with council changing Skinner's Hill to a one-way this will be even more dangerous.</p> <p>Motion #138 Sam Stack/Harry Chafe</p> <p>Proposed to send a letter to the property owner stating that he has an abandoned vehicle on his property and it has to be moved withing two weeks. If not, the town</p>

		<p>will move forward with an order as per the town's by-law.</p> <p>Councillor Chafe noted that there is still a non-operational vehicle on Southside Road that has not been moved.</p> <p>Motion #139 David Green/Sam Stack Proposed to send a letter to the property owner stating that he has an abandoned vehicle on his property and it has to be moved withing two weeks. If not, the town will move forward with an order as per the town's by-law. All in favor, motion carried.</p>
25		<p>The Foreperson's Report was tabled Mayor Lee noted that the leak at the chlorine station needs to be repaired immediately. Mayor Lee also noted that he understands that staff have a lot of things to do on their list, but the foreperson needs to prioritize. The CAO – Stephanie Stack noted that she met with the foreperson today to look at prioritizing the list and doing up a weekly schedule.</p> <p>Motion #140 David Green/Lynn Hearn Proposed to accept the foreperson's report. All in favor, motion carried.</p>
26		<p>Expense claim for Stephanie Stack in the amount of \$50.00 was tabled. Motion #141 Harry Chafe/Lynn Hearn Proposed expense claim for Stephanie Stack in the amount of \$50.00 be approved. All in favor, motion carried.</p> <p>Expense claim for Mandy Dinn in the amount of \$10.00 was tabled. Motion #142 Harry Chafe/Lynn Hearn Proposed expense claim for Mandy Dinn in the amount of \$10.00 be approved. All in favor, motion carried.</p> <p>Expense claim for Sam Lee in the amount of \$65.98 was tabled. Motion # 143 Sam Stack/Harry Chafe Proposed expense claim for Sam Lee in the amount of \$65.98 be approved. All in favor, motion carried.</p> <p>Expense claim for Glen Whitten in the amount of \$25.29 was tabled. Motion #144 Harry Chafe/David Green Proposed expense claim for Glen Whitten in the amount of \$25.29 be approved. All in favor, motion carried.</p>
27		<p>Bills in the amount of \$17,469.96 were tabled. Motion #145 Harry Chafe/David Green Proposed to pay bills in the amount of \$17,469.96. All in favor, motion carried.</p>
	NEW BUSINESS	
28		<p>Councillor Chafe noted that he will be out of town for work over the next little while and may have to miss a few meetings.</p>
29		<p>Mayor Lee noted that there is a drain between 50 Southside Road and 46 Southside Road that needs to be cleaned out. Staff will be informed of this.</p>
30		<p>A request from Glen Whitten to be paid for two weeks' vacation instead of time off. Motion #146 Lynn Hearn/David Green Proposed to approve Glen Whitten to be paid for two weeks' vacation. All in favor, motion carried. Deputy Mayor Stack noted that council needs to ensure that when staff request pay instead of time off for vacation that staff do take some time off.</p>
31		<p>The 2021 Assessment Roll has been issued. Property values have declined or show a minimal change for most properties. Council and the Finance Committee will have to review the assessment during the budget process.</p>
32		<p>Motion #147 Harry Chafe/Kim Orren Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:03pm.</p>

Sam Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____