

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY NOVEMBER 18, 2019

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

ABSENT: Linda Hearn

#		ITEM
1		Mayor Lee brought the meeting to order at 6:36pm.
2		Minutes of November 4, 2019 were read. Motion #380 Harry Chafe/David Green Proposed minutes of November 4, 2019 be approved. All in favor, motion carried.
3		Chloe Kieley, Mason Lee and Faith Layden were present in chambers for a presentation. Chloe, Mason and Faith attended the 2019 World Karate and Kickboxing Commission’s (WKC) 2019 world championships recently held in Niagara Falls, N.Y. More than 1,200 athletes from 17 countries participated in the worlds, with over 700 team. All three athletes returned home with 2 medals. The town is very proud of these young athletes. Keep up the great work.
	BUSINESS ARISING	
4		#3 Council has not heard back from the applicant for the “Off-Grid Domes”.
5		#9 Deputy Mayor Stack attended the Graduation Ceremony at St. Kevin’s High School on Wednesday November 9. Deputy Mayor Stack will forward a list of the scholarship recipients to be placed in the town’s newsletter.
6		#14 The valve replacement in Maddox Cove is complete. The project was completed ahead of schedule and went very smoothly. There will be funds left over from this Capital Works Project. Staff will check with the engineer to start the process of using these excess funds for the lift station repairs.
7		#15 The new pick-up truck has been delivered. Staff informed council that the truck requires side steps to be installed. Motion #381 Rick Raymond/David Green Proposed to have side steps installed on the new pick-up truck. All in favor, motion carried. Mayor Lee noted that the town should keep the old truck for this winter and use for salt and sanding. He noted that the town will sell the old pick-up truck in the spring. Motion #382 Rick Raymond/Harry Chafe Proposed to have a back light installed on the new pick-up truck. All in favor, motion carried.
8		#17 Development Corporation Council decided to cancel the proposed meeting with the past chair and new interested members until the new year. Council will send out another notice in the newsletter to see if there are any other persons interested in sitting on the Development Corporation.
9		#21 Climate Change Mayor Lee noted that he reviewed the City of St. John’s Climate Change Mitigation and Adaptation Motion that Councillor Orren tabled at the last meeting. Mayor Lee stated that the town is currently taking steps to help mitigate climate change such as regularly cleaning out drains, increasing drainage and culverts size, installing swales, constructing a new emergency warm room, etc. Mayor Lee stated that there is not much more that the town can do.
	TONIGHT’S AGENDA	
10		Conflict of interest – Councillor Orren Councillor Orren left chambers at 7:00pm. Motion #383 Rick Raymond/David Green Proposed that Councillor Orren was in a conflict of interest when voting on and discussing issues with regard to Fishing For Success as per the complaint the

		town received. Mayor Lee, Deputy Mayor Stack, Councillor Green, Councillor Chafe and Councillor Raymond not in favor. Motion defeated.
11		<p>Application to build an 11' x 10' shed at 25 Main Road, Petty Harbour. The Inspections and Development Committee inspected the area and noted that the shed is partially built and is 23' x 10'. A 23' x 10' shed would exceed the maximum lot coverage for accessory buildings for this parcel of land.</p> <p>Motion #384 Sam Stack/Harry Chafe</p> <p>Proposed to send the applicant an order to remove the partial structure that has been constructed as it exceeds the maximum lot coverage for accessory buildings as per the town plan or downsize the structure to 11' x 10' so that it meets the regulation. Staff will notify the applicant that if she can acquire more land then she could re-apply. All in favor, motion carried.</p>
12		<p>Motion Bay Road Extension – Scope of Work</p> <p>Council will be meeting with the engineer to discuss this scope of work tonight at 8:00pm.</p> <p>Councillor Chafe stated that council should get a total cost of what has been spent to date on Motion Bay Road Extension. He noted that it is costing the town a lot of money and the public should know how much the town is spending on this. He stated that residents are concerned over this. Mayor Lee noted that there are two reasons why the town is doing the work on Motion Bay Road Extension, one reason is to protect the town's water line and the other is to fix the drainage in the area so that water is not going across the road. Mayor Lee also noted that the drains in the area were never maintained and that is why it is an issue now. Stephanie Stack (CAO) noted that the town currently does have \$100,000 in the gas tax fund that the town can apply to use for the first phase of this project. Once this is spent, council will have to find the money to complete the additional phases required to complete this project. Deputy Mayor Stack noted that the town can use the yearly gas tax money for smaller phases. Councillor Raymond noted that this gas tax money may need to be spent on something else if something more important comes up. Councillor Chafe stated that he do not know of anyone having water/drainage problems in the area to justify spending a half million dollars. Mayor Lee noted that the town had received a couple of complaints with regard to flooding.</p>
13		<p>Skinner's Hill – Proposed seasonal one way traffic.</p> <p>The town received 12 letters with regard to this proposal. These letter were tabled. There were 8 letters in favor of the one way traffic and 4 letters opposed.</p> <p>Motion #385 Sam Stack/David Green</p> <p>Proposed to make Skinner's Hill a one way road from June to September inclusive. This will be a one year pilot project. All in favor, motion carried.</p>
14		<p>Assessment Review Commissioner – Mitchell Moran</p> <p>Motion #386 Sam Stack/Harry Chafe</p> <p>Proposed to appoint Mr. Mitchell Moran to be the town's Assessment Review Commissioner for 2020. All in favor, motion carried.</p>
15		<p>Revised Tourist Accommodations Taxation Policy</p> <p>Councillor Chafe and Councillor Green left chambers due to a conflict of interest at 7:47pm.</p> <p>The Tourist Accommodations Taxation Policy was revised to add a section for unlicensed tourist accommodations. Unlicensed accommodations will be charged a commercial mil rate of 19 and a minimum business tax of \$800.00.</p> <p>Motion #387 Sam Stack/Kimberly Orren</p> <p>Proposed to adopt the draft Tourist Accommodations Taxation Policy with changes. All in favor motion carried.</p> <p>Councillor Chafe and Councillor Green returned to chambers at 7:55pm.</p>
16		<p>Motion #388 Sam Stack/Harry Chafe</p> <p>Proposed to adjourn the public meeting so that council could meet with the town's engineer with regard to Motion Bay Road Extension. The public meeting will reconvene when the meeting with the engineer is over. All in favor, motion carried. Meeting adjourned at 7:57pm</p>
17		<p>Mayor Lee brought the meeting back to order at 9:10pm. Councillor Raymond left the meeting at 9:10pm.</p>
18		<p>Mayor Lee asked the members of council if they had any questions or concerns with regard to the meeting with the town's engineer on Motion Bay Road Ext. Councillor Orren noted that she had some general concerns over council approving construction/excavation in the area. She stated that she would not like to see the town having to place culverts in the area each time a person excavates their property. She noted the town needs to get a better handle on excavation permits. Councillor Chafe stated that he had some concerns over the road washing out. He stated that the road is undermined due to the excavation that was</p>

		done in the area by a property owner. Deputy Mayor Stack noted that the road was not undermined from the work done by the property owner. He stated that water is going under the road causing the erosion. Mayor Lee noted that the erosion may or may not be caused by the work that was done by the property owner. Councillor Green noted that the property owner has excavated beyond his boundary. Councillor Green asked why can't council request the property owner to put the area back to the way it was. Councillor Orren agreed with Councillor Green. Staff will ask other municipalities what there process is for excavation permits.
19		The town received a letter requesting a pole light be placed in the public parking area by the town depot. Councillor Green and Stephanie Stack noted that this is public parking that the town put in place and it should be lit for safety issues. There was some discussion with regard to snow clearing the area in the winter. Motion #389 Harry Chafe/David Green Proposed to place a pole light in the parking area by the town depot. Deputy Mayor Stack, Councillor Chafe, Councillor Green and Councillor Orren in favor, Mayor Lee not in favor. Motion carried.
20		Expense Claims Motion #390 David Green/Harry Chafe Proposed to approve expense claim for Mandy Dinn in the amount of \$30.00. All in favor, motion carried. Motion #391 David Green/Harry Chafe Proposed to approve expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried Motion #392 David Green/Kimberly Orren Proposed to approve expense claim for Matthew Chafe in the amount of \$82.48. All in favor, motion carried
21		Motion #393 Sam Stack/David Green Proposed to adopt the 2015 National Building Code. All in favor, motion carried.
22		Bills in the amount of \$32,485.15 were tabled. Motion #394 Harry Chafe/David Green Proposed to pay bills in the amount of \$32,485.15. All in favor, motion carried.
	NEW BUSINESS	
23		Councillor Chafe – upcoming events: Tree Lighting Ceremony – Sunday November 24 at 6:30pm Seniors Dinner & Dance – December 6 at 7:00pm – An invite was extended to council.
24		Councillor Orren tabled a new Conflict of Interest/Disclosure Statement. Motion #395 David Green/Sam Stack Proposed to accept Councillor Orren's new Conflict of Interest/Disclosure Statement. All in favor, motion carried. Councillor Orren did not vote on the motion.
25		Deputy Mayor Stack noted that the shoulder of the road on the left hand side going into Maddox Cove needs more work. Staff will contact the Department of Transportation and Works with regard to this.
26		The next Northeast Avalon Joint Council Meeting will be held on Wednesday, December 4, 2019 @ 6:30PM at the Paradise Town Hall. Deputy Mayor Stack is unable to make this meeting and asked if another member of council could attend as there will be discussions with regard to the waste management.
27		The town will be attending a meeting with the City of St. John's to discuss issues with regard to the dams in the town's water supply (Beer Pond). The meeting will be held on Friday November 22 at 9:00am at the Windsor Lake Water Treatment Plant. Mayor Lee, the foreman, the CAO and the town's engineer will be attending this meeting.
28		The foreman's report was tabled. Motion #396 Sam Stack/David Green Proposed to accept the foreman's report. All in favor, motion carried.
29		Motion #397 Harry Chafe/David Green Proposed to give town staff a \$50.00 gift card for Christmas. Council will also close the office for inside and outside staff on Friday December 27, 2019. All in favor, motion carried. Garbage pick-up for Petty Harbour that would normally take place on Friday December 27 will now take place on Tuesday December 31.
30		Motion #399 David Green/Harry Chafe Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 10:10pm.

Mayor, Sam Lee _____

Stephanie Stack, Chief Administrative Officer _____