

REGULAR MEETING
MONDAY NOVEMBER 8, 2021
AGENDA

1. Minutes of October 25, 2021
2. Business Arising
3. Request for donation from the RNC Association
4. Application to operate a Micro brewery at 20 – 22 Main Road, Petty Harbour
5. Application to build a shed at 47 Cribbies Road
6. St. John's Regional Fire Department rate increase
7. Condition of property at 36A Long Run Road
8. War Memorial – surveyed and registered
9. Municipal Assessment Agency – Vote for Avalon Regional Director
10. Foreperson's Report
11. Expense Claims
12. Bills
13. New Business
14. Adjourn

BILLS

Bennett's Home Hardware (Truck Expense)	\$50.18
Capital Ready Mix (Fence-NL Power)	\$669.30
Bidgood's (Office Expense)	\$30.41
Dexter Construction (Gas Tax Expense)	\$32,574.49
Cassie Rideout (Cleaning Expense)	\$190.00
CBCL (Professional Fees Expense)	\$473.80
Feaver's Lane (GIS Mapping Expense)	\$301.88
Impact Signs (Office Expense)	\$140.76
Irving Oil Marketing (Gas Expense)	\$1,540.86
Kent (Fence-NL Power)	\$1,897.78
NF Power (Hydro & Street Lighting Expense)	\$4,694.15
Orkin (Pest Control Expense)	\$60.38
MFB Trucking (Fence-NL Power)	\$1,460.50
Martin's Fire Safety (Fire Protection Expense)	\$167.90
CIBC Mellon (Employee Pension Expense)	\$3,314.12
T&D Enterprises (Fence NF Power)	\$690.00
CIBC Visa (Fence, Office, and Cell Phone Expense)	\$373.73
City of St. John's (Garbage Expense)	\$2,425.56
Modern Paving (Road Maintenance Expense)	\$267.40
Capital Precast (Fence-NL Power)	<u>\$2,817.50</u>
TOTAL	\$54,140.70

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY NOVEMBER 8, 2021

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

#	ITEM
1	Mayor Doyle brought the meeting to order at 6:30pm.
2	Minutes of October 25, 2021 were tabled. There were changes made to # 12 and #16 of the minutes. Motion #323 Sherrylynn Rowe/Agatha Stack-Balsom Proposed to accept the minutes of October 25, 2021 with changes. All in favor, motion carried.
	BUSINESS ARISING
3	#4 Capital Works Application – Motion Bay Road Extension Mayor Doyle, Councillor Dyke, Councillor Rowe, Danny Madden (Dynamic Engineering) along with staff inspected the condition of Motion Bay Road Extension. It was noted that the road is starting to erode. Water is seeping through the road and causing some of the erosion. Mr. Madden noted that the town will need to do something with the erosion before the ditching is completed in the area. Staff have sent an email to the Department of Transportation and Infrastructure informing them that they would like to adjust their 2021 Capital Works Application to include the work to mitigate the erosion in the area. To date, there has been no response. Councillor Dyke noted that there will be a couple of jersey barriers placed in the area that has the most erosion.
4	#12 MMSB Compost Bin Program Tumbler Compost bins have been order. The town had 36 residents interested.
5	#20 The fill at the look out in Maddox Cove has been pushed off.
	TONIGHT'S AGENDA
6	Request for donation from the RNC Association Motion #324 Ed Dyke/Beatrice Burry Proposed not to donate to the RNC Association at this time. All in favor, motion carried.
7	Application to operate a microbrewery at 20-22 Main Road Petty Harbour (Tinker's Ice Cream). The applicant has plans to remove the neighbouring blue shed at civic number 24 Main Road, Petty Harbour. The square footage of the removed shed will be added to the current Tinker's Ice Cream shop building and the remainder of the vacant land will be used for additional parking. The Tinker's Ice Cream shop business will be relocated to 24 Main Road, Petty Harbour in the current Watershed Coffee Shop building. The applicant has 28 parking spaces allotted for both businesses. There is one wheelchair space allotted in the parking plan. Councillor Dyke noted that he had some concerns over the parking that is currently at Tinker's. He stated that there are two spaces at the end where there is not a lot of room and the back of some cars tend to be out into the road. Councillor Dyke noted that he would like to see these two spaces eliminated in the parking plan. The applicant was present in chambers and agreed to eliminate these spaces and possibly place a small green space in the area. With these two spaces removed there will be 26 parking spaces allotted for both businesses. The foreperson investigated the water usage for this business and reported that there is no issue with the amount of water reported to be used. The applicant noted that the effluent that will be discharged through the sewer system will be basically sugared water from the clean-up process. The grains from the manufacturing process will be recycled and used by farms in the area. Mayor Doyle noted that if this application is approved in principle, it would be with the stipulations that is approved by the Department of Environment and Climate Change and the applicant receives all permits required by the Provincial Government and Service NL. It was noted that because this is a new

business it would have to go out to the public for comment. Councillor Rowe noted that she approves of the application and stated it is very exciting for the town. She added that she does have some concerns over parking especially the two spaces noted by Councillor Dyke. Councillor Rowe also noted that the four parking spaces in the laneway between the two buildings may be a concern as they cars would have to be doubled parked. Councillor Rowe asked the application about the grain dust that will be going out into the sewer system. Councillor Rowe asked the applicant if a catch basin could be out on the line to collect this before it went into the sewer. The applicant noted grain dust going into the sewer system would be very minimal.

Motion #325 Ed Dyke/Agatha Stack-Balsom
Proposed to put the application out to the public for comment. All in favor, motion carried.

8 Application (A2021-78) to place a shed on property at 47 Cribbies Road. This application has been inspected and signed off on by the Inspections and Development Committee and meets all the regulations for accessory building in the Residential Zone.

Motion #326 Daphne Chafe/Beatrice Burry
Proposed to approve the application (A2021-78) to place a shed on property at 47 Cribbies Road. All in favor, motion carried.

9 St. John's Regional Fire Department (SJRFD) – Increase in rate
The St. John's Regional Fire Department implemented a new fee structure system for towns who rely 100% on SJRFD fire and emergency services. The new fee structure is based on a three-tiered system.

- Fire dispatch allocation based upon usage the previous year
- Response charges, based upon usage
- Standby allocation, based upon property assessed values

The new fee structure for 2022 will be as follows:
NEW FEE STRUCTURE FOR PETTY HARBOUR-MADDOX COVE

In applying the Fee Structure to the Town of Petty Harbour-Maddox Cove, the following are 2022 estimated costs (based on 2019 and 2020 data):

For Stand By Allocation:

2022 Property Assessed Value	Stand By Distance	Formula Based on Distance	Stand By Allocation
\$88,972,556	≤ 12	.5 cent/\$10	\$44,486.28

For Dispatch Allocation:

Based on the cost sharing of fire dispatch calls among all municipalities, it is estimated that the yearly cost to the Town will be approx. \$400.

For Response Allocation:

Based upon 2020 calls for service, it is anticipated that response charges will be approx. \$10,000 per year (billed at the time of response).

Therefore, the total yearly charges to the Town is as follows (estimate):

Towns	Stand By Allocation	Dispatch Allocation (estimated)	Response Charge (estimated)	Yearly Total
LB-MC-OC	\$44,486.28	\$400	\$10,000	\$54,886.28

Motion #327 Rick Raymond/Ed Dyke
Proposed to accept the new fee schedule from the St. John's Regional Fire Department in the amount of \$54,886.28. All in favor, motion carried.

10 Condition of property at 36A Long Run Road
A letter from the property owner at 36A Long Run Road was tabled. The owner gave a brief overview of the plan to complete the renovations to the property.

Motion #328 Rick Raymond/Daphne Chafe
Proposed to accept the plan for the renovations at 36 A Long Run Road and to give a deadline of June 30, 2022 to have the renovations completed. All in favor, motion carried.

11 War Memorial – Surveyed and registered
The CAO noted that there is no survey on file for the War Memorial property. She asked if the town would have the lawyer complete a title search and if the property is not registered then have it surveyed and registered.

Motion #329 Ed Dyke/Beatrice Burry
Proposed to have the lawyer complete a title search on the War Memorial property

		and if not registered, have the property surveyed and registered. All in favor, motion carried.
12		<p>Winter tires for the town's pick-up truck. The foreman had 3 quotes for tires GCR Tires - \$1,192.58 NL Light Bars - \$1,454.00 Canadian Tire - \$1,787.47</p> <p>Motion #330 Agatha Stack-Balsom/ Ed Dyke Proposed to accept the quote from GCR Tire in the amount of \$1,192.58. All in favor, motion carried.</p>
13		<p>Municipal Assessment Agency – Vote for Avalon Regional Director Motion #331 Ed Dyke/ Agatha Stack-Balsom Proposed to vote for Betty Moore as the Avalon Regional Director for the Municipal Assessment Agency. Mayor Doyle, Councillor Dyke, Councillor Rowe, Councillor Chafe, Councillor Agatha Stack-Balsom and Councillor Burry in favor. Deputy Mayor Raymond not in favor. Motion carried.</p>
14		<p>The Foreperson's Report was tabled. Shore Lane - There was some discussion with regard to Shore Lane. Staff have to clear out the drain in the area as it tends to fill in with ATV use in the area. The Inspections and Development Committee and staff will meet on site to see what can be done to fix this problem permanently. Parking Area on Skinner's Hill – Mayor Doyle noted that he felt that there are more parking space that could be utilized in this area if there was some grub removed. Mayor Doyle and staff will investigate this possibility. There was some discussion with regard to the possibility of a salmon ladder at the river by the Newfoundland Power Hydro plant. Mr. Jerry Hearn was present in chambers and noted that Newfoundland Power was approached in the past with regard to this but noted that Newfoundland Power had stated that it would be too expensive to move the flume. Councillor Rowe noted that there are finding opportunities for habitat restoration.</p> <p>Motion #332 Rick Raymond/Beatrice Burry Proposed to accept the foreperson's report. All in favor, motion carried.</p>
15		<p>Expense Claim</p> <p>Expense claim in the amount of \$20.00 for Mandy Dinn was tabled. Motion #333 Rick Raymond/Ed Dyke Proposed expense claim in the amount of \$20.00 for Mandy Dinn be approved. All in favor, motion carried.</p> <p>Expense claim in the amount of \$40.00 for Stephanie Stack was tabled. Motion #334 Rick Raymond/Ed Dyke Proposed expense claim in the amount of \$40.00 for Stephanie Stack be approved. All in favor, motion carried.</p>
16		<p>Bills in the amount of \$54,140.70 were tabled. Motion #335 Ed Dyke/Rick Raymond Proposed to pay bills in the amount of \$54,140.70. All in favor, motion carried.</p>
	NEW BUSINESS	
17		<p>Councillor Rowe noted that there are a couple of pole lights out in the community. One by the lobster pound on the side of the road and one on Main Road by Oceanview Boulevard. Staff will look into this.</p>
18		<p>Councillor Dyke thanked staff for having the fill pushed off at the look out. He stated that there should be a "use at own risk" sign erected at the entrance to the look out. Motion #336 Ed Dyke/Rick Raymond Proposed to erect a "use at own risk" sign at the entrance to the look out. All in favor, motion carried.</p>
19		<p>Mayor Doyle noted that the Cribbies Park Committee had some concerns with the amount of water still on Cribbies Park. Staff will speak to the engineer with regard to this.</p>
20		<p>Mayor Doyle wanted to remind council of the Remembrance Day Service on Thursday November 11, 2021.</p>
21		<p>Mayor Doyle noted that the CAO and himself had a meeting with ACOA and the Department of Industry, Energy and Technology to discuss the possibility of applying for funding for a performance stage, public washroom at the Tourist Information Centre and a public washroom at Cribbies Park. ACOA and the</p>

		<p>Department of Industry, Energy and Technology were very receptive with the proposal. Mayor Doyle was wondering if council was interested in moving forward with an application for funding for this project. He also added that a concept design would have to be completed to start the process.</p> <p>Motion #337 Beatrice Burry/Agatha Stack-Balsom Proposed to apply to ACOA and the Department of Industry, Energy and Technology for this project and to have a concept design of the performance stage completed. All in favor, motion carried.</p>
22		<p>The 2022-2023 Capital Works Application – Road Upgrades. The quote for this project was tabled in the amount of \$ 89,125.62. This project would be at a cost share of 50/50 with the province. The town will cover their 50% of the project with funds allocated in the 2022 budget.</p> <p>Motion #338 Rick Raymond/Daphne Chafe Proposed that the Town of Petty Harbour/Maddox Cove apply for the 2022-2023 Municipal Capital Works for road upgrades in the amount of \$89,125.62. All in favor, motion carried.</p>
23		<p>Councillor Chafe asked if there was any way to expand the town’s boundary or increase its tax base. Councillor Chafe asked if there were areas in the town that could be developed for housing that could have a septic field and well. It was noted that if the town was approached by a developer for this type of project they would look into it but the town would not be able to afford to do this.</p>
24		<p>Cribbies Park Accessibility Grant The CAO noted that there is accessibility funding available in the amount of \$10,000 that the town could apply for. The CAO asked if council was interested in applying for the accessibility grant for Cribbies Park.</p> <p>Motion #338 Rick Raymond/Daphne Chafe Proposed for the town to apply for the accessibility grant for Cribbies Park. All in favor, motion carried.</p>
25		<p>Regional Wayfinding Project The CAO gave an update from former Councillor Kim Orren with regard to the Regional Wayfinding Project. Tract Consulting will be meeting with the town this week to do ground-truthing of the proposed signs throughout the community. Once this is finalized then the project will be ready to go to ACOA for funding. Kim Orren will stay on with the committee until the end of the year. The CAO will also attend any meeting involving the Regional Wayfinding Project.</p>
26		<p>Mayor Doyle asked if council would like to stay at the community centre for their meetings or move back downstairs. Councillor Rowe noted that as per Public Health regulations council should always keep their mask on unless speaking. Councillor Rowe also stated that there is a problem maintaining physical distance at the council chambers. It was agreed to stay at the community centre for meetings at this time.</p>
27		<p>Motion #339 Rick Raymond/Agatha Stack-Balsom Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:23pm.</p>

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____