

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

TUESDAY OCTOBER 10, 2017

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

#	ITEM
1	Mayor Lee brought the meeting to order at 6:32pm
2	Minutes of September 25, 2017 were read. There were no errors or omissions. <b>Motion #173 Harry Chafe/Rick Raymond</b> Proposed minutes of September 25, 2017 be approved. All in favor, motion carried.
	<b>BUSINESS ARISING</b>
3	#4 Motion Bay Road Extension -- Members of Council will meet with the engineer on site over the coming days.
4	#6 Council will send a letter to Dennis Doyle to let him know Council is inquiring into the cost of sewer extension in his area.
5	#14 Chafe's Landing received their permit for an extension to the roof. Applicant provided the requested seating capacity document.
6	#20 The Mayor was speaking to the Harbour Master with regard to Small Craft Harbours taking over the section of the waterfront/wharf owned by the Town. The Harbour Master will bring up this issue at the next meeting.
7	# 22 Signage has been installed on Pancake.
	<b>TONIGHT'S AGENDA</b>
8	Minutes of privileged meeting of October 4, 2017 were tabled. <b>Motion #174 Harry Chafe/David Green</b> Proposed to adopt the minutes of the privileged meeting of October 4, 2017. All in favor, motion carried.
9	Paul Doyle's resignation letter was tabled. Paul will retire on November 8, 2017. <b>Motion #175 Kim Orren/Harry Chafe</b> Proposed to accept Paul Doyle's resignation. All in favor, motion carried.  There was one application received for the Labourer position. Mayor Lee, Deputy Mayor Stack and Harry Chafe will conduct the interview on Wednesday October 18 <sup>th</sup> at 6:30pm.
10	Pole Lights -- There are a number of low lit areas in the Town. The Finance Committee will look into this when discussing the 2018 budget.
11	Petty Harbour/Maddox Cove Recreation have applied for a grant to extend/replace pavement at the Maddox Cove ball field. The new pavement will measure 50 x 100. The Petty Harbour/Maddox Cove Recreation is looking for approval for the Town to proceed with this project. <b>Motion #176 Sam Stack/Rick Raymond</b> Proposed to approve for the Petty Harbour/Maddox Cove Recreation to apply for a grant to extend/replace pavement at the Maddox Cove Ballfield and to complete the construction.
12	Request for donation from the RNC. <b>Motion #177 Sam Stack/Kimberly Orren</b> Proposed not to make a donation to the RNC at this time. The Town has already donated to the NL Police Curling Benefit Hockey Game. All in favor, motion carried.
13	Request for donation from St. Kevin's High School for the 2016-2017 scholarships program being held on November 8, 2017.

		<b>Motion #178 Sam Stack/Harry Chafe</b> Proposed to approve six \$100.00 scholarships for St. Kevin's High School. All in favor, motion carried. Mayor Lee or Deputy Mayor Stack will attend this event.
14		Request for donation from The Brigade Council of the C.L. B. <b>Motion #179 David Green/Kimberly Orren</b> Proposed to approve a donation in the amount of \$175.00 for The Brigade Council of the C.L. B. All in favor, motion carried.
15		Upcoming Councillor Orientation and Budget training, Councillor Orren will be attending the budget training. Councillor Orren, Mayor Lee and Councillor Hearn will attend the Councillor Orientation training.
16		Travel Expenses – There was some discussion about current policy for travel expenses and Mayor Lee tabled a sample travel expense policy. Staff will draft a new Travel Expense Policy and send to Council for review.
17		Bills in the amount of \$17,141.04 <b>Motion #180 Harry Chafe/Rick Raymond</b> Proposed to pay the bills in the amount of \$17,141.04 All in favor. Motion carried.
	<b>NEW BUSINESS</b>	
18		Councillor Hearn spoke to Tree Walsh with regard to setting up a time for training on fentanyl overdoses and how to use the naloxone kits. Councillor Hearn will notify staff with a date and time.
19		There was some discussion with regard to the Community Newsletter and how Charities and non-profits can use this service. <b>Motion #181 Kimberly Orren/David Green</b> Proposed that if any future newsletters have empty space that notices will go to charities/non-profits to use the space on a first come first serve basis. Deputy Mayor Stack proposed to amend the motion to include a maximum word count of 200 words for charities/non-profits. Councillor Orren seconded that motion. Sam Stack, Sam Lee, Lynn Hearn, Kimberly Orren and David Green in favor, Rick Raymond and Harry Chafe not in favor. Motion carried.
20		Councillor Green inquired if the Town had a Health and Safety Committee. The Town does have a Health and Safety Committee. Mandy Dinn is the representative and the committee does have regular meetings and record minutes.
21		The guiderail on the Main Road by David Doyle's has a number of post that are broken. Staff will contact the Department of Transportation and Works to get this repaired.
22		Councillor Orren brought forward the issue of Regional Governance. She inquired about what Council's views are on this issue. Councillor Orren was wondering if Council has any recommendations or concerns with regard to this. This item will be placed on the agenda for the next meeting.
23		Council has decided not to move forward with Business Cards for Council.
24		<b>Motion #182 David Green/Kimberly Orren</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:35pm

Samuel Lee, Mayor \_\_\_\_\_

Stephanie Stack, Chief Administrative Officer \_\_\_\_\_

**TOWN OF PETTY HARBOUR/MADDOX COVE**  
**REGULAR MEETING**  
**TUESDAY OCTOBER 10, 2017**

1. Minutes of September 25, 2017
2. Business Arising
3. Table minutes of privileged meeting October 4, 2017 with Town engineer with regard to Motion Bay Road Extension.
4. Paul Doyle's resignation. Set up time for interviews.
5. Proposed extension to Museum
6. Pole Lights
7. Grant for Petty Harbour/Maddox Cove Recreation for the Ballfield in Maddox Cove
8. Request for donation from the RNC – 27<sup>th</sup> Annual Community Guide
9. Request for donation for Scholarship program for St. Kevin's High School
10. Request for donation from the C.L.B.
11. Councillor orientation and budget training
12. Review of travel expenses
13. Bills
14. New Business
15. Adjourn

## BILLS

1.	Bel Mobility (Cell Phone Exp.)	\$122.18
2.	Country Trailer Sales (Truck Exp.)	\$55.02
3.	CBCL Ltd. (Prof. Fees)	\$2,436.85
4.	EnviroMasters (R & M Building)	\$218.50
5.	Impact Signs (Misc.)	\$126.50
6.	Irving Oil Limited (Gas Exp.)	\$1,047.83
7.	Municipalities NL (Election Exp.)	\$48.00
8.	McDonald's Home Hardware (R & M Bldg.)	\$56.98
9.	Municipal Assessment Agency (Assessment Fees)	\$4,130.00
10.	Martin's Fire Safety (Fire Protection)	\$207.00
11.	NF Power (Street Lights & Hydro)	\$3,551.34
12.	Orkin (Pest Control)	\$73.03
13.	S & S Supply (Road Maintenance)	\$128.23
14.	The Business Post (Advertising)	\$74.75
15.	Reprographics (Office Exp.)	\$255.02
16.	Clean Sweep (Road Maintenance)	\$2,328.75
17.	City of St. John's (Garbage Removal)	\$2,051.67
18.	Staples (Office Supplies)	<u>\$229.39</u>
<b>TOTAL</b>		<b>\$17,141.04</b>