

REGULAR MEETING
MONDAY OCTOBER 16, 2023
AGENDA

1. Minutes of October 3, 2023
2. Business Arising
3. Sports Hall of Fame – email from Recreation and request to speak Sherry Maher
4. Application to build a home at 2 Big Hill Road (A2023-80)
5. Requests from Recreation
6. Quotes for Chrome Books
7. Policy #18 After Hours Contact Policy- Ratify vote from private meeting
8. Application to build a retaining wall at 16 Big Hill Road (A2023-84)
9. Application to build a greenhouse at 13 Big Hill Road (A2023-79)
10. Request for reimbursement of costs associated with water line repair at 10C Cribbies Road
11. Foreperson's Report
12. Expense Claims
13. Bills
14. New Business
15. Adjourn

BILLS

October 16, 2023

Bennett's Home Hardware (R&M Building)	\$162.89
Municipal assessment Agency (Assessment Fees)	\$3,880.50
Rogers (Office Exp.)	\$388.03
Reprographics (Office Exp.)	\$851.42
NL Power (Street Lights and Hydro)	\$4,224.67
MFB Trucking (Comm. Revitalization Grant)	\$8,740.00
John Layden Trucking (Truck Expense-Garbage Truck)	\$3,091.28
Impact Signs (Comm. Revitalization Grant)	\$517.50
Irving Oil Limited (Gas Expense)	\$1,706.90
Formac (Road Maintenance)	\$18,014.75
Bell Mobility (Cell Phone Exp.)	\$348.51
Bidgood's (Office Exp.)	\$24.38
CBCL Limited (Comm. Revitalization Grant)	\$2,141.88
City of St. John's (Garbage Exp.)	\$2,609.95
Coastline Specialities (Comm. Revitalization Grant)	\$12,707.50
David Stack – Audio (Amendment)	\$200.00
CIBC (Postage, Travel & Meals, Office etc. Exp.)	\$1,340.53
CIBC Mellon (Pension Expense)	<u>\$3,359.48</u>
TOTAL	\$64,310.17

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

TUESDAY OCTOBER 16, 2023

PRESENT: Ron Doyle, Ed Dyke, Rick Raymond, Irene Stack, Beatrice Burry and Agatha Stack Balsom and Stephanie Stack

#	ITEM
1	Mayor Doyle brought the meeting to order at 6:32pm.
2	Minutes of October 3, 2023, were tabled. Motion #360 Rick Raymond/Ed Dyke Proposed to accept minutes of October 3, 2023. All in favor, motion carried.
	BUSINESS ARISING
3	#19 The basketball backboards at Cribbies Park need to be welded. Staff will get a price on this. The Development Corporation is applying for a grant and if the repairs are too expensive, they may be able to include new basketball nets and backboards in the grant application.
4	#21 The picnic table is back in place at the look-out.
	TONIGHT'S AGENDA
5	Sports Hall of Fame Recreation recently informed the town that they are no longer in a position to continue with the Sports Hall of Fame/Trophy Case. They stated that they felt that this task should be completed by Council, or a separate committee formed to deal with it. Sherry Maher was present in chambers to speak and noted that she recently put forward a nomination for the Sports Hall of Fame. Ms. Maher noted that previous recreation committees have spent a lot of time and hard work on this case and it should not be discontinued. Ms. Maher stated that she would like to put her name forward to sit or chair a committee to oversee the Sports Hall of Fame. She stated that she was a member of Provincial Softball Sport Organization for 9 years and a board member for the Provincial Softball Hall of Fame for over 8 years. Ms. Maher stated that she has developed criteria/guidelines that the committee can use in the nomination process. Ms. Maher also stated that she had another resident (Tracy Sullivan) of the town interested in sitting on the committee. Councillor Dyke noted that he would like to be the town representative on this committee if it is formed. Deputy Mayor Raymond asked why Recreation can pick and choose what they want to do. Mayor Doyle noted that Recreation stated that they did not want to look after this anymore and it is not in their mandate to look after a sports hall of fame. Motion #361 Agatha Stack Balsom/Irene Stack Proposed to set up a sub committee for the Sports Hall of Fame that would include Councillor Dyke, Sherry Maher and Tracy Sullivan. All in favor, motion carried. Councillor Dyke will be in contact with the other two members to have their first meeting and to discuss the current nomination.
6	Application to build a home at 2 Big Hill Road(A2023-80). Mr. Larry Leaman was present in chambers to discuss this application. Mr. Leaman gave a history of the property in the area and how the road was reconfigured. Mr. Leaman noted that the frontage that the applicant has on his application does not seem to be corrected. He stated that on the application it stated that the frontage is 26ft. Mr. Leaman stated that there is not 26ft there. Mr. Leaman stated that he did not want council to make a decision on the application until he had his own survey completed. Mr. Leaman also stated that he would like to see the house on the same footprint and the same height. He stated that it is in a heritage area and should go back the same way. Mr. Leaman asked if council to hold off on this application for 2 weeks so that he can get a survey completed. Councillor Dyke noted that council currently has a survey for the applicant's property and that property or boundary disputes are a civil matter that council does not get involved in. Motion #362 Ed Dyke/Agatha Stack Balsom Proposed to defer the application for two weeks. All in favor, motion carried.
7	Requests from Recreation <i>Christmas Light Display at Bidgood's Cove</i>

		<p>At the last meeting, council agreed to have 1 staff person available for 8 hours to help Recreation with the Christmas Light Display. Recreation sent an email to the town stating that they did not know how long or how many people they would need to help with the set up. Councillor Dyke noted that the town can help with this project, but the amount of time and people needed can't be open ended. Recreation needs to be more specific as to what they need. Staff will send a letter to Recreation to ask them to inform the town once it gets closer to the set-up time to inform the town of their requirements (i.e., dates and times). Council also noted that it would be a good idea for Recreation to engage the community to see if they could get some volunteers to help with this event.</p> <p><i>Christmas Parade</i> Recreation is requesting for the town to have a staff member set-up the barricades for the parade.</p> <p>Motion #363 Irene Stack/Agatha Stack Balsom Proposed to have a staff member for 3 hours to set-up and take down the barricades for the parade. All in favor, motion carried.</p> <p>Motion #364 Agatha Stack Balsom/Ed Dyke Proposed to set a budget of \$250.00 for the town to decorate the truck for the Christmas Parade. All in favor, motion carried.</p>
8		<p>Quotes for Chrome Books were tabled. It was noted that the Finance Committee will look at budgeting \$3000.00 for Chrome Books in the 2024 Budget.</p>
9		<p>Policy #18 After Hours Contact Policy Mayor Doyle was in a conflict of interest with regard to Policy#18 and abstained from voting.</p> <p>Motion #365 Ed Dyke/Irene Stack Proposed to remove Policy #18 - After Hours Contact Policy from the Policy Manual. All in favor, motion carried.</p>
10		<p>Application to build a retaining wall at 16 Big Hill Road (A2023-84). As this property is in the Heritage Zone it would have to go out to surrounding residents for comment. Councillor Dyke noted that the wall has already been built. He stated that there are no water lines in the area. It was noted that even though the wall has been erected the town will still have to go through the approval process and to send out to surrounding residents to determine if the application will be approved.</p> <p>Motion #366 Ed Dyke/Rick Raymond Proposed to send out to surrounding residents for comment. All in favor, motion carried.</p>
11		<p>Application to construct a greenhouse at 13 Big Hill Road(A2023-79). The Inspections and Development Committee inspected the area and signed off on the application. A notice was sent out to surrounding residents with no comments received.</p> <p>Motion #367 Rick Raymond/Ed Dyke Proposed to approve the application to construct a greenhouse at 13 Big Hill Road(A2023-79). All in favor, motion carried.</p>
12		<p>Request for reimbursement of costs associated with water line repair at 10C Cribbies Road. The Inspections and Development Committee inspected the area and noted that where the water line broke is in an area that is incased in concrete and the curb stop is not on his property. This is the way the line was installed many years ago. Councillor Dyke noted that the water lines and curb stops in Petty Harbour are not configured the way they should be. They are all over the place. Deputy Mayor Raymond recommended that the town reimburse the owner for the repairs to the water line this time but not in the future. Councillor Dyke noted that he had some concerns over setting a precedent and that the homeowner needs to bare some responsibility.</p> <p>Motion #368 Rick Raymond/Agatha Stack Balsom Proposed to reimburse the property owner for the repairs to the water line in the amount of \$1,150.00. All in favor, motion carried.</p> <p>Councillor Stack noted that the town could amend Policy #26 Water Infrastructure Policy. Councillor Stack noted that the policy could state that the property owner is responsible for their water line from their boundary if their curb stop is not on their property.</p> <p>Motion #369 Irene Stack/Ed Dyke Proposed to amend Policy #26 Water Infrastructure Policy to state that if the curb</p>

		stop to the property is not on the property, then the property owner is responsible for the water line from their boundary line into their property. All in favor, motion carried.
13		The Foreperson's Report was tabled. Motion #370 Ed Dyke/Beatrice Burry Proposed to accept the foreperson's report. All in favor, motion carried.
14		Expense claim for Stephanie Stack in the amount of \$20.00 was tabled. Motion #371 Rick Raymond/Irene Stack Proposed to pay expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.
15		Bills in the amount of \$64,310.77 were tabled. Motion #372 Rick Raymond/Irene Stack Proposed to pay bills in the amount of \$64,310.77. All in favor, motion carried.
	NEW BUSINESS	
16		Councillor Stack Balsom noted that the St. Joseph's Church Committee will be having a dessert night fundraiser to raise money for a history board for the church. Councillor Dyke noted that the town should look into making a donation. It was noted that once council receives a request for a donation, council will discuss.
17		Councillor Stack noted that the speed bumps on Cribbies Road need to be repaired. Staff will look into this. It was noted that the speed bumps will be taken up after Recreation's Bon Fire Night on November 5 th , 2023.
18		It was noted that the temporary "No Parking" sign along Southside Road should be removed for the winter.
19		It was noted that there is a car parked at the bottom of Big Hill under the "No Parking" sign. Staff will have the vehicle ticketed.
20		The Inspections and Development Committee observed that there were two properties preparing to have their driveways paved without a permit. The owners were informed that they had to fill out an application. Councillor Dyke noted that residents are concerned that there is a long wait when trying to get a permit for paving. Councillor Dyke stated that usually residents can get a deal on paving when the paving companies are in the town. Councillor Dyke asked if the Inspections and Development Committee could be permitted to approve applications for paving only. That way the applications wouldn't have to wait for a couple of weeks to be approved. Motion #373 Rick Raymond/Irene Stack Proposed that the Inspections and Development Committee are authorized to approve any applications for residential paving of driveways or pathways without having to go to council. All in favor, motion carried.
21		Application to pave driveway at 18 Big Hill Road (A2023-86). It was noted that this application was just to pave a driveway and would not need to go out to surrounding residents for comment. Motion #374 Ed Dyke/Agatha Stack Balsom Proposed to approve the application to pave driveway at 18 Big Hill Road (A2023-86). All in favor, motion carried. It will be noted in the approval letter that the property owner must ensure that their curb stop is left accessible.
22		Application to pave driveway at 22 Big Hill Road (A2023-87). It was noted that this application was just to pave a driveway and would not need to go out to surrounding residents for comment. Motion #375 Ed Dyke/Agatha Stack Balsom Proposed to approve the application to pave driveway at 22 Big Hill Road (A2023-87). All in favor, motion carried. It will be noted in the approval letter that the property owner must ensure that their curb stop is left accessible.
23		Culvert on Motion Bay Road Extension Councillor Dyke noted that the culvert by 2 Motion Bay Road Extension is compromised. The bottom of the culvert is deteriorated which is causing the road to erode. Motion #376 Ed Dyke/Rick Raymond Proposed to the town dig up and replace the culvert with a 30" culvert if possible and to place rocks or a concrete barrier in the area to direct the water. All in favor, motion carried.

24		Motion #377 Rick Raymond/Beatrice Burry Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:01pm.
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Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____