

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY OCTOBER 21, 2014

PRESENT: David Stack, Karl Chafe, Corey Lee, Harry Chafe, Linda Doyle, Mark Kieley and Stephanie Stack

Absent: Mayor Hutchings

#		ITEM
1		Deputy Mayor David Stack brought the meeting to order in the absence of Mayor Hutchings at 6:31pm
2		Application to build shed on 12-38 Southside Road. Mr. James Winsor and Mr. Matthew Winsor were present in chambers to discuss proposed development. Staff and the Inspections and Development Committee along with resident will re-visit the area and report back to council at the next meeting.
3		Minutes of October 6, 2014 were read. There were no errors or omissions. Motion #472 Karl Chafe/Mark Kieley Proposed minutes of October 6, 2014 be approved. All in favor, motion carried.
	BUSINESS ARISING	
4		#6 Digital speed signs should arrive in couple of weeks.
5		#8 Gas detection system has been installed at Chlorine Station.
6		#13 Painting of lines on side roads should be done in the next week or so.
7		#22 Staff will investigate ramp in Motion Bay Road Subdivision that is on shoulder of road. Staff will notify resident that it has to be removed from shoulder of road.
8		Minutes of October 9, 2014 were read. There were no errors or omissions. Motion #473 Mark Kieley/Harry Chafe Proposed minutes of October 9, 2014 be approved. All in favor, motion carried.
9		No Business Arising from October 9, 2014 minutes.
	TONIGHT'S AGENDA	
10		Application to build shed at 39 Motion Bay Road. Applicant is requesting to change pitch of roof to 6/12 which would change the overall mean height of the shed to 11ft. There were some discussion regarding the change and the regulation height of an accessory building in this zone. The regulation for an accessory building in this zone is 3 m or 9.84 ft. The new Town Plan allows for 4m or 13.12 ft in this zone. Applicant would like to defer application to see if new Town Plan will be passed in the next couple of weeks so that he would meet the height requirement.
11		Application to build house at 16-18 Hannaford's Lane. The Inspections and Development Committee have inspected the area and have determined that this development is Backlot Development due to the fact that the new proposed home does not have its own access. Motion #474 Karl Chafe/Linda Doyle Proposed to defer application pending further information. Staff will send letter to applicant stating that they will have to notify the town of how this property will be accessed before their application can be considered. Applicant can create a new driveway for the new development or extend the current driveway to the new development and make this access a legal easement for both properties. All in favor, motion carried.
12		Application to place culvert at 31 Motion Bay Road. Motion #475 Corey Lee/Mark Kieley Proposed to approve application to place standard size culvert at 31 Motion Bay Road. All in favor, motion carried.

13		<p>Rules of Procedure</p> <p>Motion #476 Karl Chafe/Corey Lee Proposed to adopt Rules of Procedure with amendments. All in favor, motion carried.</p>
14		<p>Brush Cutting – Ballfield in Maddox Cove</p> <p>Harry Chafe discussed the possibility of volunteers cutting the brush at the ballfield.</p> <p>Motion #477 Karl Chafe/Harry Chafe Proposed that if staff can confirm that the volunteers can be covered under the town’s volunteer insurance then work can commence. All in favor, motion carried.</p>
15		<p>Request from Staff to inspect and approve/decline fences, decks and steps without the Inspections and Development Committee being present.</p> <p>Motion #478 Corey Lee/Karl Chafe Proposed that staff inspect and approve/decline fences, decks and steps without the Inspections and Development Committee being present. All in favor, motion carried.</p>
16		<p>Request from staff to include applicant signature on all approval letters for development.</p> <p>Motion #479 Corey Lee/Mark Kieley Proposed to include applicant signature on all approval letters for development. All in favor, motion carried</p>
17		<p>Snow Clearing Contract 2014- 2015 and 2015-2016 (2 year contract). Only one (1) tender from T & D Enterprise’s flat rate in the amount of \$193,682.00.</p> <p>Corey Lee and Harry Chafe left the meeting at 7:10 pm due to conflict of interest.</p> <p>Motion #480 Karl Chafe/Mark Kieley Proposed to accept the flat rate tender in the amount of \$193,682.00 for 2 year contract from T & D Enterprises for snow Clearing/Ice Control. David, Linda, Mark and Karl in favor, Corey and Harry were not present due to conflict of interest, motion carried. Corey and Harry returned at 7:13 pm.</p>
18		<p>Bills in the amount of \$16,483.49.</p> <p>Motion #481 Linda Doyle/Harry Chafe Proposed to approve bills in the amount of \$16,483.49. All in favor, motion carried.</p>
19		<p>Minutes of September 8, 2014 with amendment.</p> <p>Motion #482 Mark Kieley/Linda Doyle Proposed to approve minutes of September 8, 2014 with change. All in favor, motion carried.</p>
	NEW BUSINESS	
20		<p>Location of digital speed signs. The Inspections and Development Committee and staff will meet to determine the location of the digital speed signs and brackets throughout the community. They will report back to council with the locations.</p>
21		<p>Line painting. Request to have STOP painted on section of road on Motion Bay Road that meets Motion Bay Road Extension.</p> <p>Motion #483 Corey Lee/Mark Kieley Proposed to have STOP painted on section of road on Motion Bay Road that meets Motion Bay Road Extension. All in favor, motion carried.</p>
22		<p>Concern over contractors working in the town without the proper safety precautions.</p> <p>Motion #484 Mark Kieley/Karl Chafe Proposed to send a letter to all contractors working in the town reminding them that all safety precautions need to be carried out when construction is taking place in the town. All in favor, motion carried.</p>
23		<p>Next Town Newsletter. Staff in conjunction with Lynn Best are working on the next newsletter, it should be out to the public in the next week or so.</p>
24		<p>Harry – Area of property adjacent to Island Rooms was discussed. The Department of Environment will be out to investigate the area in the next couple of days.</p>

25		Harry brought to the attention of council that special/private meetings seem to be scheduled without enough notice to council. There were some discussions around this issue and council will make sure that enough time and consideration are given before setting up these meetings in the future.
26		Harry Chafe notified council that Recreation has purchased a new sled for Christmas Parade which will take place on December 7, 2014 at 2:00 pm.
27		Request to place advertisement in the RNC'S 24 th Annual Community Guide. Motion #485 Karl Chafe/Mark Kieley Proposed to place advertisement in the RNC'S 24 th Annual Community Guide in the amount of \$225.00. All in favor, motion carried.
28		The town received quote to have all the drains in the community cleaned out. A quote was tabled in the amount of \$6,500.00. Council will have staff get a list of all the drains that this quote pertains to. Also notify staff to clean out any drains that are in immediate need of cleaning out.
29		David Stack will present the scholarships to St. Kevin's students on November 6, 2014 at 7:15 pm.
30		Request to write off of portion of taxes in the amount of \$226.00 for 115-119 Long Run Road to cover cost of credit recovery fee. Motion #486 Karl Chafe/Linda Doyle Proposed to write off of portion of taxes in the amount of \$226.00 to cover cost of credit recovery fee. All in favor, motion carried.
31		Chlorine Station repairs. The town is currently waiting on Emergency Funding for this project but have not heard anything back from the Department of Municipal and Intergovernmental Affairs to date. Motion #487 Corey Lee/Linda Doyle Proposed to approve repairs to chlorine station in the amount of \$47,457.00. (Gas Detection system repair in the amount \$4,980.00 was approved during meeting on September 22, 2014). All in favor, motion carried.
32		Letter from Vonda Wareham and Alicia Burry requesting the town's approval in forming a sub-committee for the Cribbies Road Park that would report back to council. Motion #488 Linda Doyle/Mark Kieley Proposed to approve the forming of a sub-committee for Cribbies Road Park with a member from council and a member from Recreation. David Stack will be the representative from council and Harry Chafe will be the representative from the Recreation. Staff will contact Vonda to set up first meeting and election of officers, the town will advertise the meeting to recruit volunteers. All in favor, motion carried.
33		Motion #489 Mark Kieley/Harry Chafe Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:42pm.

David Stack, Deputy Mayor

for

Nat Hutchings, Mayor _____

Stephanie Stack, Acting Chief Administrative Officer _____