

REGULAR MEETING
TUESDAY OCTOBER 26, 2020
AGENDA

1. Minutes of October 13, 2020
2. Harbour Authority – request to run/extend water line to stages
3. Business Arising
4. Application from Fishing for Success to build a 28' x 20' x 10' shed, 28' x 12' Wheelchair accessible fishing pier, 30' x 16' x 10' boat house and 22' x 16' slipway (A2020-123)
5. Application to build a home at 21 Shore Lane (A2020-118)
6. Application to build shed at 8 O'Brien's Lane (A2020-119)
7. Motion Bay Road Extension – Quote from Dynamic Engineering for upgrades
8. 2021 Capital Works Application – Project selection
9. Snow Clearing contract
10. Site Specific Safety Plan approval
11. Capital Works Project Tender Approval – Lift Station Southside Road
12. Cheque Log
13. Foreman's Report
14. Expense Claims
15. Bills
16. New Business
17. Adjourn

BILLS

Bell Aliant (Telephone Expense)	\$567.18
Afonso (Sewer Expense)	\$1,877.95
Haggett & Company (Wharf Repairs Expense)	\$8,855.00
Kent (R&M Building Expense)	\$298.90
John Layden Trucking (Garbage Truck Expense)	\$396.75
Martin's Fire Safety (Fire Safety Expense)	\$167.90
McDonald's Home Hardware (Office Supplies)	\$26.42
SNC Lavelin (Professional Fees Expense)	\$10,045.25
Staples (Office Expense)	\$191.46
S&S Supply	\$150.65
Stewart McKelvey (Professional Fees Expense)	\$3,795.00
Rogers (Office Expense)	\$97.67
Hiscock Rentals (Road Maintenance Expense)	\$89.63
Emco (Water Expense)	<u>\$266.80</u>
TOTAL	\$26,826.56

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

TUESDAY OCTOBER 26, 2020

This meeting took place at the community centre and all Covid protocols were in place. (The meeting was open to the public)

PRESENT: Sam Lee, Sam Stack, Linda Hearn, Harry Chafe, David Green, Rick Raymond (arrived at 7:35pm), Kimberly Orren and Stephanie Stack

ABSENT:

#	ITEM
1	Mayor Lee brought the meeting to order at 6:32 pm.
2	Minutes of October 13, 2020 were tabled. Motion #312 Lynn Hearn/David Green Proposed minutes of October 13, 2020 be approved. All in favor, motion carried.
3	Members of the Petty Harbour - Harbour Authority were present in chambers to discuss the possibility of the town running water lines to three (3) areas of the town. One on the Southside by Peerless Fish, one on the Northside by the slipway and another by the laneway to the breakwater. Reg best spoke on behalf of the Harbour Authority. Mr. Best noted that there are a lot of recreational and commercial fishers that would benefit from having water to these areas. He also noted that it would benefit everyone in the town as it would keep these areas clean. He noted that the town could figure out which way they would want to bill for the water (one bill to the Harbour Authority or each connection). It was also noted that the town could possibly install a water meter on the lines. Mayor Lee stated that the town would have to figure out how and if the town could move forward with supplying these lines. It was clarified by the Harbour Authority that they are looking for the town to run the lines and then the Harbour Authority would pay the water fees. Mayor Lee also noted that the town would have to determine the cost of this project to see if it is something that the town could afford. Mayor Lee noted that there is a line that runs down through the Bidgood's Cove property that could possibly be used. There was also some discussion with regard to running a temporary line from the fire hydrant to supply water during the fishing months. Mayor lee asked how many hookups there would be for each area. Mr. Best noted that there would be approximately 5 for each location. Mayor Lee noted that the town will investigate this proposal and see what the options are and the cost.
	BUSINESS ARISING
4	#3 Mayor Lee and the CAO – Stephanie Stack met with Patrick Ryan of the East Coast Trail to discuss the extension to the parking area in Maddox Cove. Mr. Ryan wanted to visit the site as the East Coast Trail will be applying for funding that could extend this parking area in Maddox Cove.
5	#6 Staff will check with the Department of Transportation and Infrastructure regarding the guard rail on the Main Road.
6	#7 Byron Spencer from NF Power has informed Mayor Lee that NF Power will be doing work on the flume in the spring and they will look at the river at that time.
7	#13 The town received no response from the property owner of 31 Main Road, Petty Harbour.
8	#15 The video intercom for the town office should be installed in a couple of weeks.
9	#16 The staff ID Cards should be ready by the end of the week.
10	#19 The property owner of 42 Long Run Road stated they would be applying to erect a chicken coop in the near future.
11	#27 MNL Conference – Councillor Orren noted that she will be able to attend on behalf of council. Motion #313 Sam Stack/David Green Proposed for Councillor Orren to attend (virtually) the MNL Conference. Staff will register Councillor Orren. All in favor, motion carried.
	TONIGHT'S AGENDA

12		<p>Application from Fishing for Success to build a 28' x 20' x 10' shed, 28' x 12' wheelchair accessible fishing pier, 30' x 16' x 10' boat house and 22' x 16' slipway (A2020-123). The Inspections and Development Committee have inspected the area and signed off on the application. The application meets the requirements for development in the Harbourfront Zone. The Harbour Authority have also signed off on the application. Councillor Orren declared a conflict of interest and did not speak or vote on the issue. Leo Hearn was present in chambers to speak on behalf of Fishing for Success. Mayor Lee noted that at the time of inspection the 20' x 28' twine loft was too close to the property owner's boundary. The applicant moved the pegs for the twine loft to meet the regulation and it was inspected again and met the requirement. Deputy Mayor Stack asked Mr. Hearn if the two buildings will be used for the current business and not a new business. Mr. Hearn noted that it would be the same business and noted that one of the buildings will be used for a Learning Centre/School House and the other building will be used for storage. It was noted that there was a section on the drawing that was attached to the application that indicated that the applicant will be placing gabion baskets, cribbing and armour stone in the area. Mr. Hearn was asked if this excavation work is included in this application. Mr. Hearn stated that this work would not be included in this application. Mr. Hearn noted that Fishing for Success is working with the Department of Environment, Climate Change and Municipalities to see what needs to be done in the area to protect the structures. Councillor Chafe asked how far out the slipway will extend into the water. Mr. Hearn noted that it would probably be 10 ft. which would be out to high tide. It was noted by Mr. Hearn that the slipway would be level and not sloped and they would only be able to pull up boats at high tide. Mayor Lee noted that he had some concern over so many structures being on the same application. The CAO Stephanie Stack also noted that it makes the process more complicated when there are multiple structures on an application.</p> <p>Motion #314 Sam Stack/David Green Proposed to approve in principle the application to build a 28' x 20' x 10' shed, 28' x 12' wheelchair accessible fishing pier, 30' x 16' x 10' boat house and 22' x 16' slipway (A2020-123) with the stipulation that is approved by the Department of Environment, Climate Change and Municipalities. It was noted that the approval does not include any erosion work as noted on the drawing on the application. All in favor, motion carried.</p>
13		<p>Council discussed the issue of multiple structures on any one application in the future. Mayor Lee noted that applications should have a single structure on it moving forward. The CAO – Stephanie Stack noted that she agreed that applications should only have one structure with the exception of new home application with a garage. Mrs. Stack noted that it can get confusing if council only wants to approve one of the multiple structures on an application. That is why applications should only have one structure on them. Councillor Orren noted that the fee for a Department of Environment, Climate Change and Municipalities application is \$230.00. She stated that this could be costly if someone had a few structures.</p> <p>Motion #315 Sam Stack/Harry Chafe Proposed that all future applications will only have one structure with the exception of a new home build with a garage. All in favor, motion carried.</p>
14		<p>Application to build a home at 15-23 Shore Lane. The Inspections and Development Committee have inspected the area and signed off on the application. The application meets the requirement for development in the Residential Zone. Deputy Mayor Stack noted that on the application it states that the location of the home may move. The applicant was present in chambers and was informed that if the house is moved from it's current plotted location as per the application, then the applicant would have to reapply to the town or revise the application and have reinspected.</p> <p>Motion #316 Harry Chafe/Kim Orren Proposed to approve the application in principle to build a home at 15-23 Shore Lane with the condition that the septic field is approved by Service NL. All in favor, motion carried.</p> <p>It was noted that there will have to be an agreement in place if either of the properties (current and new home) on the parcel of land are sold as they share a driveway. A compliance letter will not be issued until an agreement is in place and registered with the deed.</p>

15		<p>Application to build a shed at 8 O'Brien's Lane. The Inspections and Development Committee have inspected the area and signed off on the application. The application meets the requirement for accessory buildings in the Residential Zone. Motion #317 Sam Stack/David Green Proposed to approve the application to build a shed at 8 O'Brien's Lane. All in favor, motion carried.</p>
16		<p>Motion Bay Road Extension Upgrades Councillor Raymond arrived at 7:35pm A quote from Dynamic Engineering for drainage and protection measures for Motion Bay Road Extension in order to protect the town's watermain in the amount of \$229,006.75 was tabled. Deputy Mayor Stack noted that this was a good quote and has saved the town a lot of money. Mayor Lee noted that this quote was a second opinion for information purposes so that the town can determine if they want to move forward with applying for this project in the 2021-2022 Capital Works Projects.</p>
17		<p>2021- 2022 Capital Works Application – Project Selection There was some discussion with regard to applying for drainage and protection measures for Motion Bay Road Extension in order to protect the town's watermain in the 2021-2022 Capital Works Application. Councillor Chafe asked why this is a priority for the town when there are residents in Maddox Cove that need sewer. Deputy Mayor Stack noted that the town has applied for the sewer extension in Maddox Cove for a number of years and were never successful in acquiring the funding. Councillor Orren stated that she had some concerns over the town being able to afford their share of the cost of the project as the town has increased costs in 2021 for snow clearing and a decline in revenue as property values have decreased. Motion #318 Sam Stack/Kim Orren Proposed that the Town of Petty Harbour/Maddox Cove apply for the 2021-2022 Municipal Capital Works for drainage and protection measures for a section of Motion Bay Road Extension in order to protect the existing watermain in the amount of \$229,006.75. Mayor Lee, Deputy Mayor Stack, Councillor Orren, Councillor Green and Councillor Hearn in favor. Councillor Raymond and Councillor Chafe not in favor. Motion carried.</p> <p>Motion #319 Lynn Hearn/Sam Stack Proposed to apply to the Canadian Imperial Bank of Commerce for a 10 year loan to cover the town's portion (33.3%) of the Municipal Capital Works - Drainage and protection measures for a section of Motion Bay Road Extension in order to protect the existing watermain project in the amount of \$76,259.24. Furthermore, it was agreed to approve for the Mayor and Chief Administrative Officer to sign on behalf of the town for this project. Mayor Lee, Deputy Mayor Stack, Councillor Orren, Councillor Green and Councillor Hearn in favor. Councillor Raymond and Councillor Chafe not in favor. Motion carried.</p>
18		<p>2020-2022 Snow Clearing Contract Mayor Lee, Councillor Hearn and Councillor Chafe abstained from commenting or voting due to a conflict of interest. Only one bid was received. The bid was from T & D Enterprises in the amount of \$227,000.00. The bid meets all the requirements of the tender. Council meet with T & D to discuss the bid and T & D noted that there was an increase this year and it was based on the increase in insurance that the town requested, snowmageddon and regular inflation. Motion #320 Rick Raymond/Kim Orren Proposed to accept the bid for 2020-2022 Snow Clearing from T & D Enterprises in the amount of \$227,000.00. All in favor, motion carried.</p>
19		<p>Site Specific Safety Plan approval Motion #321 Lynn Hearn/Rick Raymond Proposed to approve the Site Specific Safety Plan. All in favor, motion carried.</p>
20		<p>Capital Works Project Tender Approval – Lift Station Southside Road Motion #322 Sam Stack/Kim Orren Proposed to accept the tender for the Capital Works Project 17-MCW-19-00012 for the Sanitary Sewer Lift Station Retrofits in the amount of \$128,800.00. All in favor, motion carried.</p>
21		<p>Cheque Log Motion #323 David Green/Lynn Hearn Proposed to approve the cheque log. All in favor, motion carried.</p>

22		The Foreperson's Report was tabled. Motion #324 Lynn Hearn/Harry Chafe Proposed to accept the Foreperson's Report. All in favor, motion carried.
23		Expense claim for Matthew Chafe in the amount of \$161.57 was tabled. Motion #325 Sam Stack/Rick Raymond Proposed expense claim for Matthew Chafe in the amount of \$161.57 be approved. All in favor, motion carried.
24		Expense claim for Stephanie Stack in the amount of \$40.00 was tabled. Motion #326 Rick Raymond/Harry Chafe Proposed expense claim for Stephanie Stack in the amount of \$40.00 be approved. All in favor, motion carried.
25		Bills in the amount of \$26,826.56 were tabled. Motion #327 Sam Stack/Rick Raymond Proposed to pay bills in the amount of \$26,826.56 . All in favor, motion carried.
	NEW BUSINESS	
26		Councillor Hearn asked when the town will be receiving the new garbage truck. It was noted that the new truck should be in by November 2, 2020.
27		Councillor Orren asked when/if the town will be doing a review of the Emergency Preparedness Plan. The CAO Stephanie Stack noted that the town was waiting to hear back from Bill Walters. Staff will contact Mr. Walter's with regard to this.
28		Councillor Chafe noted that the Recreation Commission will be meeting next week in the community centre to discuss Christmas events. It was noted that recreation would be responsible for cleaning/sanitizing the building after the meeting. Recreation would also have to follow all protocols regarding Covid 19.
29		Deputy Mayor Stack noted the Finance Committee will have to meet soon to discuss the 2021 budget. The CAO will set up a meeting time.
30		The War Memorial Committee will be hosting an alternative Remembrance Day Service this year on Nov 11th. Due to Covid 19 restrictions they will be unable to have their regular service but feel they can still have a safe event and include the residents of the community as well. They are recommending that the Town place a wreath on behalf of all the residents of Petty Harbour/Maddox Cove and the War Memorial Committee will lay a wreath on behalf of all veterans. This would take place at 11:00am at the War Memorial site. At that time, both representatives would observe two minutes of silence, raise the lowered flags and place two wreaths and their poppies. Residents will be encouraged to observe the silence from their homes. The committee hopes to have the bells rang out at St George's Church on the 11th hour. The committee will be inviting residents/groups who wish to lay a wreath to do so after 12:00 noon at their convenience. The War Memorial Committee will put out a notice to the public informing them of the changes to the ceremony. Councillor Green noted that it would be a good idea to have the ceremony live streamed on Facebook. Mayor Lee noted that he will represent the town and lay a wreath on November 11. Mayor Lee also noted that the notice that will go out to the public will have to be clear that there is no gathering of the public.
31		Mayor Lee noted that he was the only person that showed up for the Mini Aquarium Tour. Deputy Mayor Stack and Councillor Green will set up another time for a tour.
32		Motion #328 Rick Raymond/David Green Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 8:14pm.

Sam Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____