

**REGULAR MEETING**  
**TUESDAY OCTOBER 3, 2023**  
**AGENDA**

1. Minutes of September 18, 2023
2. Minutes of September 25, 2023
3. Business Arising
4. Requests from Recreation
5. Application to build a greenhouse at 13 Big Hill Road (A2023-79)
6. Application to build a home at 2 Big Hill Road (A2023-80)
7. Application to build a garage at 21 Old Maddox Cove Road (A2023-81)
8. Request for reimbursement of costs associated with water line repair at 10C Cribbies Road
9. Requests for replacement signage at Cribbies Park
10. 31 Main Road, Petty Harbour Demolition Order
11. Draft Accessibility Plan
12. Foreperson's Report
13. Expense Claims
14. Bills
15. New Business
16. Adjourn

## BILLS

October 3, 2023

|   |                 |
|---|-----------------|
| Bennett's Home Hardware (R&M Building)              | \$129.88        |
| Canoe (Office Expense)                              | \$400.75        |
| Blazer Concrete Sawing (Road Maintenance Expense)   | \$690.00        |
| Bell Aliant (Telephone Expense)                     | \$689.56        |
| Eastern Ventures (Employee Training Expense)        | \$114.98        |
| Feaver's Lane (Office expense)                      | \$598.00        |
| Grainger (Tools Expense)                            | \$81.19         |
| Enviro Masters (R&M Building/Washroom Project)      | \$23,891.25     |
| John Layden Trucking (Road Maintenance Expense)     | \$1,193.13      |
| JW Consulting (Professional Fees Expense)           | \$5,290.00      |
| North Atlantic Supplies (Employee Clothing Expense) | \$162.15        |
| MFB Trucking (Road Maintenance Expense)             | \$1,322.50      |
| Orkin (Pest Control Expense)                        | \$71.60         |
| Saltwire (Advertising Expense)                      | \$729.10        |
| Triware (Office Expense)                            | \$92.00         |
| Cassie Rideout (Office Cleaning)                    | \$240.00        |
| Xylem (Sewer Expense)                               | \$900.45        |
| T&D Enterprises (Pickup Truck Expense)              | <u>\$334.90</u> |
|   | \$36,891.44     |

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**TUESDAY OCTOBER 3, 2023**

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

**ABSENT: Melissa Pardy**

| # |                         | ITEM  |
|---|-------------------------|---|
| 1 |                         | Mayor Doyle brought the meeting to order at 6:30pm.   |
| 2 |                         | Minutes of September 18, 2023, were tabled.<br><b>Motion #342 Ed Dyke/Agatha Stack-Balsom</b><br>Proposed to accept minutes of September 18, 2023. All in favor, motion carried.  |
|   | <b>BUSINESS ARISING</b> |   |
| 3 |                         | #4 Dynamic Engineering is waiting for the approval on the design work from the Department of Municipal and Provincial Affairs. Once approved the town can go to tender.   |
| 4 |                         | #6 Staff have not heard back from the Department of Transportation and Infrastructure or MHA Loyola O'Driscoll.   |
| 5 |                         | #17 The Harbour Authority will be in contact with Small Crafts Harbours to get the pothole by the Co-op repaired.   |
| 6 |                         | #25 MFB Trucking completed the work to the warning track at the Ron Weir Memorial Ball Park. MFB Trucking also completed work to the infield. This was not in their scope of work. The town will send a thank you to MFB Trucking for doing the infield.  |
| 7 |                         | Minutes of September 25, 2023, were tabled.<br><b>Motion #343 Rick Raymond/Beatrice Burry</b><br>Proposed to accept minutes of September 25, 2023. All in favor, motion carried.  |
|   | <b>TONIGHT'S AGENDA</b> |   |
| 8 |                         | <p>Mayor Doyle welcomed Recreation to council chambers. Lindsey Stuckless spoke on behalf of Recreation. Ms. Stuckless noted that Recreation would like to set up a committee to investigate getting work completed at the playground and ballfield. Ms. Stuckless noted that they have a number of people interested in this. Councillor Stack noted that the Development Corporation are looking for few members and it would be within their mandate to look into new projects such as this. It was noted that there could be a sub-committee set up in partnership with the Development Corporation for this initiative. Ms. Stuckless said that this would be a good idea and will speak to those people that are interested to set up a meeting.</p> <p>Ms. Stuckless noted that Recreation would like to do a Christmas display at Bidgood's Cove. She stated that Recreation would purchase the displays, but they would need some help setting them up. She stated that they would need a worker for a day.</p> <p>Ms. Stuckless also noted that Recreation would like the town to get the trees for the War Memorial and the Tourist Information Centre.</p> <p>Staff will replace the lock for the ladies washroom at the community centre.</p> <p>It was also noted that Recreation was requesting to have a worker to man the hydrant for Bon Fire night.</p> <p>Recreation is also looking to borrow barricades for the Santa Claus Parade.<br/><b>Motion #344 Ed Dyke/Irene Stack</b><br/>Proposed to approve a staff person, up to a maximum of 8 hours, to help with the Christmas light display at Bidgood's Cove and to provide a staff person for Bon Fire night. All in favor, motion carried.</p> |
| 9 |                         | Application to construct a greenhouse at 13 Big Hill Road(A2023-79). As this property is in the Heritage Zone it would have to go out to surrounding residents for comment.<br><b>Motion #345 Rick Raymond/Agatha Stack Balsom</b>  |

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|    |                     | Proposed to send a notice out to surrounding residents. All in favor, motion carried.  |
| 10 |                     | Application to build a home at 2 Big Hill Road(A2023-80).<br>As this property is in the Heritage Zone it would have to go out to surrounding residents for comment.<br><b>Motion #346 Ed Dyke/Irene Stack</b><br>Proposed to send a notice out to surrounding residents. All in favor, motion carried.   |
| 11 |                     | Application to build a garage at 21 Old Maddox Cove Road (A2023-81). The Inspections and Development Committee inspected the area and signed off on the application. The application meets all the requirements for an accessory building in the Residential Zone.<br><b>Motion #347 Ed Dyke/Agatha Stack Balsom</b><br>Proposed to approve the application to build a garage at 21 Old Maddox Cove Road (A2023-81). All in favor, motion carried.   |
| 12 |                     | Request for reimbursement of costs associated with water line repair at 10C Cribbies Road.<br><b>Motion #348 Ed Dyke/Agatha Stack Balsom</b><br>Proposed to defer the request until the Inspections and Development Committee inspects the area. All in favor, motion carried.   |
| 13 |                     | Request for the town to cover the cost of two replacement signs at Cribbies Park.<br><b>Motion #349 Agatha Stack Balsom/Beatrice Burry</b><br>Proposed for the town to cover the cost of two replacement signs at Cribbies Park. All in favor, motion carried.   |
| 14 |                     | 31 Main Road, Petty Harbour - Demolition Order. Council has been informed that this property should be demolished this week.   |
| 15 |                     | Draft Accessibility Plan<br>The Draft Accessibility Plan was tabled. There was one small spelling mistake that staff will have fixed.<br><b>Motion #350 Irene Stack/Aghatha Stack Balsom</b><br>Proposed to adopt the Draft Accessibility Plan. All in favor, motion carried.<br><br><b>Motion #351 Irene Stack/Aghatha Stack Balsom</b><br>Proposed to proclaim that the Town of Petty Harbour-Maddox Cove is an Accessible Community dedicated to establishing and implementing principles of accessibility and inclusion where possible and feasible. All in favor, motion carried. |
| 16 |                     | The Foreperson's Report was tabled.<br>Councillor Stack noted that the hole that was drilled in the catch basin on Cribbies Road seems to be working.<br><b>Motion #352 Agatha Stack Balsom/Beatrice Burry</b><br>Proposed to accept the foreperson's report. All in favor, motion carried.  |
| 17 |                     | Expense claim for Stephanie Stack in the amount of \$40.00 was tabled.<br><b>Motion #353 Agatha Stack Balsom/Beatrice Burry</b><br>Proposed to pay expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.<br><br>Expense claim for Matthew Chafe in the amount of \$689.99 was tabled.<br><b>Motion #354 Rick Raymond/Agatha Stack Balsom</b><br>Proposed to pay expense claim for Matthew Chafe in the amount of \$689.99. All in favor, motion carried.   |
| 18 |                     | Bills in the amount of \$36,891.44 were tabled.<br><br><b>Motion #355 Ed Dyke/Beatrice Burry</b><br>Proposed to pay bills in the amount of \$36,891.44. All in favor, motion carried.  |
|    | <b>NEW BUSINESS</b> |  |
| 19 |                     | Deputy Mayor Raymond noted that the basketball nets at Cribbies Park need repair. Staff will have a look at the nets.  |
| 20 |                     | Deputy Mayor Raymond noted that the town should investigate going paperless for the meetings. Staff will get a price on chrome books for council.  |
| 21 |                     | Councillor Dyke asked if staff can retrieve the picnic table that is over the embankment at the look-out in Maddox Cove.   |
| 22 |                     | Councillor Dyke asked when the Capital Works Project(17-GI-23-00093)Storm Runoff Remediation and Mitigation (swales) will be started. The CAO noted that the engineer has recommended that council reduce the scope of work for this project to eliminate Church Lane. The engineer feels that the work that is needed on Church   |

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|    |  | <p>Lane is more extensive than originally expected and would make the project come in over budget.</p> <p><b>Motion #356 Ed Dyke/Irene Stack</b><br/> Proposed to reduce the scope of work for the Capital Works Project(17-GI-23-00093) Storm Runoff Remediation and Mitigation by removing the work to be completed on Church Lane. All in favor, motion carried.</p>                                       |
| 23 |  | <p>Councillor Stack Balsom asked when the work to the lift stations will be completed. The CAO noted that the contractor has ordered the electrical panel and is waiting for it to be delivered.</p>  |
| 24 |  | <p>Council reviewed the town's Accounts Receivable. The CAO noted that taxes owing are in line with what was owing last year at this time. Cut-off notices will be sent in the mail this week to any account that do not have a payment schedule and are past due.</p>  |
| 25 |  | <p>The town received a resignation letter from Councillor Melissa Pardy.</p> <p><b>Motion #357 Ed Dyke/Irene Stack</b><br/> Proposed to accept the resignation letter from Councillor Melissa Pardy. All in favor, motion carried.</p> <p><b>Motion #358 Ed Dyke/Irene Stack</b><br/> Proposed for the town to move forward with a by-election for Councillor Pardy's seat. All in favor, motion carried.</p> |
| 26 |  | <p>Mayor Doyle noted that the Public Hearing for the proposed town amendment will take place on Thursday October 5, 2023 at 7:00pm.</p>   |
| 27 |  | <p><b>Motion #359 Ed Dyke/Irene Stack</b><br/> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:53pm.</p>  |

**Ron Doyle, Mayor** \_\_\_\_\_

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