

REGULAR MEETING
MONDAY OCTOBER 7, 2019

1. Minutes of September 23, 2019
2. Business Arising
3. Application to build shed at 67 Motion Bay Road
4. Application to demolish shed and place fill on property at 17 Cribbies Road
5. Status of Development Corporation
6. Replacement of culverts on Cribbies Road by Chlorine Station
7. Motion Bay Road Extension – Erosion of side of road
8. 2020 Budget and Tax Schedule
9. Resolution for SNC Lavalin to go to tender – Water Valve Replacement Maddox Cove
10. Expense Claims
11. Proposed new pick-up truck
12. Bills
13. New Business
14. Adjourn

BILLS

Xylem (Water & Sewer Expense)	\$643.22
Trio (Pension Plan Expense)	\$1,093.76
Reprographics (Office Expense)	\$364.25
PHMC Recreation (Auditor Expense)	\$1,150.00
NF Power (Street Lighting Expense & Hydro Exp.)	\$3,958.68
Orkin (Pest Control Expense)	\$86.25
MFB Trucking (Water & Sewer & Road Maintenance Expense)	\$1,034.43
Municipal Assessment Agency (Assessment Fees Expense)	\$3,861.00
Kent (R&M Building Expense)	\$63.93
Irving Oil Marketing (Gas Expense)	\$1,105.01
EnviroMasters (Lawn Care Expense)	\$143.75
DBL Signs (Sign Expense)	\$588.80
Cassie Rideout (Cleaning Expense)	\$140.00
Babb (R&M Building Expense)	\$134.55
City of St. John's (Garbage Exp.)	\$2,205.12
Bell Mobility (Cell phone Exp.)	\$184.58
Big Erics (Cleaning Expense)	<u>\$1,096.71</u>
	\$17,854.04

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY OCTOBER 7, 2019

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

ABSENT: Kimberly Orren

#		ITEM
1		Mayor Lee brought the meeting to order at 6:33pm.
2		Minutes of September 23, 2019 were read. Motion #334 Harry Chafe/David Green Proposed minutes of September 23, 2019 be approved. All in favor, motion carried.
	BUSINESS ARISING	
3		#6 Staff have set up a meeting with the developer that is requesting "Off-Grid Domes" in the hills of Maddox Cove for tourist accommodations on October 22 at 6:00pm.
4		#13 Mr. Joe Dunford at the Department of Transportation and Works has informed the town that they have a 1200mm culvert available for the town to place on the Main Road in Maddox Cove. Staff will check with the engineer to see if this size culvert is acceptable.
5		#14 The town has not heard back from the Cribbies Park Committee to set up a time to meet.
6		#21 The Alan Doyle signs will be erected this week.
7		#26 A quote to replace guardrail on Southside Road near 90 Southside Road in the amount of \$6,267.50. This was a revised quote that removed the supply of guardrail as the town will supply sections of guardrail and re-use some of the sections currently on site. It was noted that the quote seemed to be high considering that the town will be supplying the guardrail. There was some discussion with regard to the town hiring the backhoe operator and having staff complete the guardrail repairs. Motion #335 David Green/Rick Raymond Proposed to hire the backhoe operator and have staff complete the guardrail repairs. All in favor, motion carried.
8		#32 There was some discussion with regard to councillors that are also recreation members voting on matters relating to recreation. Motion #336 Sam Stack/David Green Proposed that councillors that are also recreation members that vote on matters relating to recreation are not in a conflict of interest. All in favor, motion carried. Councillor Hearn and Councillor Chafe abstained from voting as they are the councillors that are also members of recreation.
	TONIGHT'S AGENDA	
9		Application to build a shed at 67 Motion Bay Road. The shed meets all the requirements in the Residential Zone and has been inspected and signed off on by the Inspections and Development Committee. Motion #337 Sam Stack/Harry Chafe Proposed to approve the application to build a shed at 67 Motion Bay Road. All in favor, motion carried.
10		Application to demolish shed and place fill on property at 17 Cribbies Road. This shed was not on the applicant's property. The applicant has permission from the property owner to remove shed. The Inspections and Development Committee have signed off on the application. Motion #338 Sam Stack/Harry Chafe Proposed to approve the application to demolish shed and place fill on property at 17 Cribbies Road. All in favor, motion carried.
11		Status of Development Corporation. The town received a letter from Mr. Ron Doyle – Past Chair of the Development Corporation stating that the committee has be inactive and to his understanding it

		<p>has been disbanded. Before council makes a decision to disband the committee they would like to determine if there is any interest in revitalizing the committee.</p> <p>Motion #339 Lynn Hearn/David Green Proposed to send out a public notice to see if there is any public interest in revitalizing the Development Corporation. All in favor, motion carried. Councillor Green stated that if the committee is revitalized, he would sit on the committee as the town's representative.</p>
12		<p>Replacement of culverts on Cribbies Road by Chlorine Station. The foreman inspected the area and noted that the culverts are in need of repair.</p> <p>Motion #340 Harry Chafe/Sam Stack Proposed to hire backhoe and have staff replace the two culverts on Cribbies Road by Chlorine Station. All in favor, motion carried.</p>
13		<p>Erosion on Motion Bay Road Extension Staff informed council that there are washouts in an area on Motion Bay Road Extension. The area is alongside the road where excavation had previously occurred by a property owner in the area. Councillor Chafe noted that the owner excavated too close to the road. Councillor Raymond also noted that the area was excavated too close to the side of the road. Deputy Mayor Stack noted that this problem will be rectified once council moves forward with fixing the drainage in the area. Mayor Lee stated that fixing the drainage in the area will not fix this erosion problem. Councillor Raymond stated that the road is being undermined as the property owner dug out too close to the edge of the road. Councillor Raymond also stated that there needs to be something placed in the area to hold back the bank as there was a lot of fill taken from the area. Deputy Mayor Stack noted that there was a problem in the area before. Deputy Mayor Stack noted that on June 20, 2016 council at that time stated that the back road required ditching because when it would rain, water would run across the owner's property on Motion Bay Road Extension. Deputy Mayor Stack noted that Motion # 455 of the minutes of June 20, 2016 stated for staff to inspect the area and get a quote from a contractor on the cost of doing ditching to run a drain down the side of the road in the area. Councillor Chafe noted that this motion was for drainage in a different area. This motion was for drainage down by the gate/ entrance of the property on Motion Bay Road Extension not in the area that council is having the current erosion problem. Mayor Lee noted that the area is experiencing natural erosion due to the fact that the bank was excavated and taken away. Councillor Raymond noted that the town should have the town's engineer look at the area and report back to council. It was noted that there needs to be armour stone or gabions placed in the area to stabilize the area. Councillor Raymond noted that the town did not dig out the bank and should not be responsible to pay to stabilize the area. Deputy Mayor Stack noted that the property owner only removed brush from the area. The CAO noted that the town's engineer should look and the area and report back to council because if the council decides to do anything with this area they would be responsible for the work that they complete.</p> <p>Motion #341 Harry Chafe/Sam Stack Proposed to have the town's engineer look at the area and report back to council. All in favor, motion carried.</p>
14		<p>2020 Budget and Tax Schedule</p> <p>Deputy Mayor Stack thanked Stephanie Stack for all the preparation for the budget. Deputy Mayor presented some of the highlights of the budget:</p> <p>We are presenting a balanced budget in the amount of \$1,272,291.50</p> <ul style="list-style-type: none"> - There will be no increase in Residential Property Tax - There will be an increase in Commercial Property Tax by .5 mils. From 8.5 mils to 9mils. - There will be a minimum Water Meter tax of \$500 - There will be an increase in Water Shut Off and Turn On fees (evenings, weekends and holidays) from \$75.00 to \$100.00 - Funds allocated Motion Bay Road Ext. upgrades (Gas Tax Account) - \$20,000 allocated for paving - Funds allocated for Main Entrance Town Office - Funds allocated for Municipal enforcement (ticketing) \$10,500.00 - \$2500 for the RNC Traffic Unit enhancement proposal - \$2000 allocated for more upgrades to GIS Mapping System - Community Group Grants – Recreation Administration Grant \$4000. Allocated \$2,000 for Museum Administrative/Activities Grant

		<p>Councillor Green asked what the rationale was for increase the commercial property tax. The committee informed council that the commercial property tax was increased to cover costs associated with municipal enforcement and parking. The committee feels these costs are a direct relation to the tourist industry. Councillor Green noted that not all businesses are causing the problems with parking and not all should be penalized. Councillor Green also asked why “council travel” on the budget remained at \$4000 when we only used \$329.69. The committee informed Councilor Green that council did not attend the annual MNL Conference last year but may be attending this year. Councillor Green also asked why there was no funds allocated for Emergency Preparedness when the town spent \$22,000 this year. The Finance Committee informed Councillor Green that the town spent the \$22,000 on a warm room in the community centre and do not have any plans on spending any further funds next year for Emergency Preparedness.</p> <p>Motion #342 Sam Stack/Lynn Hearn Proposed to accept the 2020 Budget and Tax Schedule as tabled. Mayor Lee, Deputy Mayor Stack, Councillor Raymond, Councillor Chafe and Councillor Hearn in favor. Councillor Green not in favor. Motion carried.</p>
15		<p>Resolution for SNC Lavalin to go to tender – Water Valve Replacement Maddox Cove</p> <p>Motion #343 Rick Raymond/Harry Chafe Proposed to approve SNC Lavalin to go to tender for the Capital Work Project - Water Valve Replacement Maddox Cove. All in favor, motion carried.</p>
16		<p>Expense Claims</p> <p>Motion #344 Harry Chafe/Rick Raymond Proposed to approve expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.</p> <p>Motion #345 Rick Raymond/David Green Proposed to approve expense claim for Matthew Chafe in the amount of \$119.57. All in favor, motion carried</p> <p>Motion #346 Harry Chafe/David Green Proposed to approve expense claim for Mandy Dinn in the amount of \$20.00. All in favor, motion carried</p>
17		<p>Proposed purchase of new pick-up truck. It was noted that the town’s pick-up truck is in very bad shape. The Finance Committee reported to council that the town has enough savings to purchase a pick-up without having to take out a loan. There was some discussion on whether to purchase a diesel or gas pick-up.</p> <p>Motion #347 Sam Stack/Rick Raymond Proposed to go to tender to purchase a new double cab gas pick-up truck. All in favor, motion carried.</p>
18		<p>Bills in the amount of \$17,854.04 were tabled.</p> <p>Motion #348 Rick Raymond/Harry Chafe Proposed to pay bills in the amount of \$17,854.04. All in favor, motion carried.</p>
	NEW BUSINESS	
19		<p>Councillor Raymond noted that there was a good job done on the culvert on Cribbies Road.</p>
20		<p>Councillor Chafe noted that the flooring is complete in the community centre and recreation has also painted the walls in the community centre. Councillor Chafe noted that there are approximately 13 boxes of tiles to be returned. Councillor Chafe asked if the town would cover the cost of the paint for the community centre in the amount of \$500. It was noted that recreation may be able to use the remaining title to do the flooring in the hallway by the kitchen. It was noted that there will be \$1,244.29 left from the insurance claim that recreation could use to complete any of the work in the community centre.</p> <p>Motion #349 Sam Stack/Rick Raymond Proposed that recreation could use the balance of the insurance money in the amount of \$1,244.29 to complete work in the community centre. All in favor, motion carried. It was noted if recreation does not use the tiles for the hallway they would have to be returned for a credit.</p>
21		<p>The foreman’s report was tabled.</p> <p>Motion #350 Sam Stack/David Green Proposed to accept the foreman’s report. All in favor, motion carried.</p>
22		<p>Application to remove and replace outside wall of home at civic 6A# Long Run Road.</p>

		Motion #351 Rick Raymond/Lynn Hearn Proposed to approve the application to remove outside and replace outside wall of home at civic 6A# Long Run Road. All in favor, motion carried.
23		Councillor Green noted that there was a great job done on the newsletter
24		Motion #352 Harry Chafe/Rick Raymond Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:45pm.

Sam Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____