

REGULAR MEETING
MONDAY OCTOBER 7, 2024
AGENDA

1. Minutes of September 23, 2024
2. Business Arising
3. Revisit motion #'s 290 and 292 of Minutes of September 23, 2024.
4. Application to replace deck at 2 Long Run Road, Petty Harbour(A2024-84)
5. Request to change location of wheelchair ramp (Permit # 2024-56) at 39 Main Road, Petty Harbour
6. Update on Code of Conduct Training
7. Capital Works Project – Phase 2 Motion Bay Road Ext.
8. Review application to clear drains and build shed at 59 Main Road, Maddox Cove
9. Requests for assistance - Recreation
10. Daily Foreperson's Log
11. Expense Claims
12. Bills
13. New Business
14. Adjourn

BILLS

October 7, 2024

Dicks's and Company (Office Exp)	\$536.77
Atlantis Business Forms (Office Expense)	\$328.90
John Layden Trucking (Truck Exp)	\$2,868.78
TRIO (Pension Exp. & Pension Payable)	\$1,276.58
JW Consulting(prof. Fees)	\$575.00
Canoe (Office Exp.)	\$96.91
Irving Oil Limited (Gas Exp.)	\$1,364.10
Cassie Rideout (Office Exp.)	\$200.00
Bell Aliant (Telephone Exp)	\$712.17
Bidgood's (Office Exp.)	\$24.38
All North Consultants (CWP Phase 2 Motion Bay Rd Ext.)	\$1,059.15
NF Power (Street Lighting)	\$2,559.35
Municipal Assessment Agency (Assessment Fees)	\$3,926.00
Alarm Services Limited (Fire Protection)	\$1,423.84
Reprographics (Office Exp.)	\$343.37
CIBC (Postage, office & garbage Exp.)	\$561.67
Orkin (Pest Control)	\$77.33
Rogers (Office Exp.)	<u>\$84.41</u>
Total	\$18,018.71

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY OCTOBER 7, 2024

PRESENT: Ron Doyle, Rick Raymond, Kayla Parsons, Irene Stack, Agatha Stack Balsom, David Balsom, and Stephanie Stack

ABSENT: Ed Dyke

		ITEM
1		Mayor Doyle brought the meeting to order at 6:33pm.
2		<p>Minutes of September 23, 2024, were tabled.</p> <p>Motion# 209 (“Proposed that Councillor Dyke is in a conflict when voting on this application”) from the previous minutes regarding a conflict of interest for Councillor Dyke was reviewed. This motion was voted on in the previous meeting and there was a tie vote. It was noted in the minutes that this was a defeated vote. That was incorrect. A tie vote in a conflict of interest vote is a carried motion. Councillor Dyke was in a conflict of interest.</p> <p>As Councillor Dyke was in a conflict of interest, the motions that followed Motion #209 had to be rescinded. Council motioned to rescind these motions as follows: Motion #306 Dave Balsom/Rick Raymond Proposed to rescind Motion # 291 (“Proposed that Councillor Parsons is not in a conflict of interest. All in favor, motion carried.”). All in favor, motion carried.</p> <p>The conflict of interest for Councillor Parsons was voted on again. Motion # 307 Dave Balsom/Agatha Stack Balsom Proposed that Councillor Parsons is not in a conflict of interest when discussing application # A2024-71. All in favor, motion carried. Councillor Parsons was voted not in a conflict.</p> <p>As Councillor Dyke was in a conflict of interest, Motion # 292 to approve the application for an extension to Chafe’s Landing (A2024-71) had to be rescinded and voted on again. Motion # 308 Irene Stack/Dave Balsom/ Proposed to rescind Motion # 292 (“ Proposed to approve the application to build an extension to Chafe’s Landing at 11 Main Road, Petty Harbour (A2024-71) with the stipulations it be approved by the Department of Environment and Climate change before a permit can be issued. That the section of the current building that is encroaching on the town’s property be removed before the new section can be added. They also noted that the new extension must be 5ft from the applicant’s boundary. Before concrete is poured the footings must be inspected and approved by the town. All in favor, motion carried.”) All in favor, motion carried.</p> <p>Motion #309 Dave Balsom/Irene Stack Proposed to approve the application to build an extension to Chafe’s Landing at 11 Main Road, Petty Harbour (A2024-71) with the stipulations it be approved by the Department of Environment and Climate change before a permit can be issued. That the section of the current building that is encroaching on the town’s property be removed before the new section can be added. They also noted that the new extension must be 5ft from the applicant’s boundary. Before concrete is poured the footings must be inspected and approved by the town. All in favor, motion carried.</p> <p>Motion #310 Agatha Stack Balsom/Kayla Parsons Proposed to accept minutes of September 23, 2024. Changes to the motions will be reflected in the minutes of October 7, 2024. All in favor, motion carried.</p>
	BUSINESS ARISING	
3		#3 The restoration company has started the repairs to the community centre. They are hoping to have it completed within 4-6 weeks.
4		#6 Councillor Balsom noted that the town should postpone the sodding to the drain on Cribbies Road until next week as it calls for a significant amount of rain this week.

5		#14 Capital Works Project -Motion Bay Road Extension is progressing. Stephanie will get an update from the engineer.
6		The Snow Clearing Contract has gone out to tender. The deadline to receive bids is Wednesday October 16, 2024 at noon.
	TONIGHT'S AGENDA	
7		<p>Application to replace deck at 2 Long Run Road, Petty Harbour(A2024-84) The Inspections and Development Committee inspected the area and signed off on the application. Deputy Mayor Raymond noted that the deck is going back in the same location and will be the same size.</p> <p>Motion #311 Rick Raymond/Dave Balsom Proposed to approve the application to replace deck at 2 Long Run Road, Petty Harbour(A2024-84). All in favor, motion carried.</p>
8		<p>Request to change location of wheelchair ramp (Permit # 2024-56) at 39 Main Road, Petty Harbour.</p> <p>The Inspections and Development Committee inspected the area and signed off on the application. Deputy Mayor Raymond noted that the Inspections Committee is recommending that the applicant have a letter from the adjoining property owner stating that they have no issue with the ramp and the applicant must have approval from the Department of Transportation and Infrastructure. Deputy Mayor Raymond also noted that if there is an issue between property owners with the location of the ramp in the future, then this would be a civil matter between property owners.</p> <p>Councillor Stack wanted to confirm that the change to the location of the wheelchair ramp would not be going over the applicant's boundary. The applicant stated that the wheelchair ramp would not be going over his property line.</p> <p>Motion #312 Agatha Stack Balsom/Kayla Parson Proposed to approve the request to change the location of the wheelchair ramp with the stipulation that the applicant have permission from the Department of Transportation and Infrastructure (a letter from the adjoining property owner has already been received). All in favor, motion carried.</p> <p>The owner of 39 Main Road, Petty Harbour also asked if the town would install an ease trough and down spout on their building on the side where the towns property over hangs his property. He noted that the water that comes from the roof of the town's building is rotting his home. Staff will get a quote from Backyard contractors to install an ease trough and down spout on the side by 39 Main Road and another quote that would encompass the side by 39 Main Road and all the way along the front of the museum to the town office main entrance.</p>
9		<p>Code of Conduct Training Update</p> <p>The Code of Conduct training is now complete. All committee members have been trained except for one member of Recreation. Recreation has noted to council that this member will not be competing the training. Councillor Balsom noted that if the member is not trained then they can still volunteer but they cannot sit as a member of Recreation. Mayor Doyle noted that this is mandatory training legislated by the Provincial Government and not the town. Councillor Balsom noted that this member cannot sit on Recreation as a member as they have not completed the training.</p> <p>Motion #313 Dave Balsom/Agatha Stack Balsom Proposed to send a letter to Recreation and the Recreation member notifying the member that they can no longer sit as a Recreation member as they have not completed the Code of Conduct training. All in favor, motion carried.</p>
10		<p>Capital Works Project – Phase 2 Motion Bay Road Ext.</p> <p>The engineer that is working on the CWP – Phase 2 Motion Bay Road Extension has informed the town that the current location for the drain has to run through private property. He noted that there is another option for the drain to run along the back properties at the beginning of Motion Bay Road Extension but that would also involve private properties. He noted that either option would include going through private property and the town would have to look at acquiring easements. Deputy Mayor Raymond noted that acquiring easements could be very costly for the town. He also noted that running the drain down behind properties at the beginning of Motion Bay Road Extension could be a problem as there have been issues with flooding in the area already. Council agreed that they would need to have a meeting with the engineer to discuss the project.</p>
11		<p>Review applications to clear drains and build shed at 59 Main Road, Maddox Cove.</p> <p>The applicant sent in the revised portion of the survey. The Inspections and Development Committee inspected the area and signed off on the application. Deputy Mayor Raymond noted that when the Inspections and Development Committee inspected the area and noted that they did not see any issue with the applications. The drain looks like it is approximately 5ft from the applicant's</p>

		<p>boundary. Deputy Mayor Raymond noted that the applicant is not creating a new drain just clearing the current drain. The application for the shed is nowhere near the boundary line with the neighbouring properties.</p> <p>Motion #314 Rick Raymond/Dave Balsom Proposed to rescind the stop work orders for Permit #'s 2024-60 and 2024-61. All in favor, motion carried.</p>
12		<p>Requests for assistance – Recreation The Recreation Commission requested to have a staff person again this year for Bon Fire night and to have staff available for the Christmas Parade. They also noted that they need assistance with setting up Bidgood's Cove and the War Memorial with the Christmas Decorations before November 24th.</p> <p>Motion #315 Irene Stack/Kayla Parsons Proposed to approve the request for town assistance the same as in previous years. If Recreation requires further assistance, then they will need to be more specific and send a request to the town. All in favor, motion carried.</p> <p>Recreation also noted that there are issues with the plumbing in the bar. They stated that now is a good time to look at it now that the bar is empty due to the fire. It was noted that the drain is clogging up due to the fact that the plumbing is not vented. Deputy Mayor Raymond stated that he will inspect the plumbing and get pricing on supplies.</p>
13		<p>Foreperson's Daily Log. Motion # 316 Agatha Stack-Balsom/Dave Balsom Proposed to accept the foreperson's daily log. All in favor, motion carried.</p>
14		<p>Expense claim in the amount of \$40.00 for Stephanie Stack was tabled. Motion #317 Agatha Stack Balsom/Rick Raymond Proposed to approve expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.</p> <p>Expense claim in the amount of \$20.00 for Mandy Dinn was tabled. Motion #318 Agatha Stack Balsom/Rick Raymond Proposed to approve expense claim for Mandy Dinn in the amount of \$20.00. All in favor, motion carried.</p>
15		<p>Bills in the amount of \$18,018.71 were tabled. Motion #319 Agatha Stack Balsom/Kayla Parsons Proposed to pay bills in the amount of \$18,018.71. All in favor, motion carried.</p>
	NEW BUSINESS	
16		<p>Councillor Balsom noted that the gate by the Chlorine Station should be locked for the winter. The town has had one vehicle burnt near the water supply in recent months. The burnt vehicle is in the City of St. John's and the city have informed the town that they will be removing it. In early May the town will review unlocking the gate for the summer. The City and North Atlantic Ziplines will be informed about the gate being locked.</p>
17		<p>Councillor Stack Balsom asked if the benches and speed bump will be taken in soon. Deputy Mayor Raymond noted the speed bumps are usually left out until after Halloween.</p>
18		<p>The CAO noted that the engineer working on the CWP – Pressure Reducing Station upgrades has inspected the station and has advised that he does not feel that the valves need to be replaced. He stated that there is some maintenance that needs to be completed that might fix the issues that the town is having. Municipal Affairs is checking to see if these costs can be covered under the project. The cost will be approximately \$10,000.00. The CAO will inform council when she hears back from Municipal Affairs.</p>
19		<p>The CAO noted that the 2025 budget preparations will be commencing soon. If any councillors have any projects or items that they want to be considered for the budget, then they must submit them before the end of the week to Stephanie Stack or a member of the finance committee.</p>
20		<p>Motion #320 Rick Raymond/Irene Stack Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:13 pm.</p> <p>After the public meeting council met to review disclosure statements.</p>

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____