

REGULAR MEETING
MONDAY SEPTEMBER 18, 2023
AGENDA

1. Fire Prevention Week Proclamation
2. Minutes of September 5, 2023
3. Business Arising
4. Application to build a privacy screen on deck at 21 Old Maddox Cove Road (A2023-75)
5. Application to excavate for parking area and install new water & sewer line at 11 Cribbies Road (A2023-77)
6. Requests from Petty Harbour-Maddox Cove Recreation
7. Amendment/Change Order to Capital Works Project – Shore Lane
8. Foreperson's Report
9. Expense Claims
10. Bills
11. New Business
12. Adjourn

BILLS

September 18th, 2023

Bennett's Home Hardware (R&M Building & Tools & Hardware Expense)	\$97.90
Brenntag (Water Expense)	\$1,611.14
City of St. John's (Garbage Expense)	\$2,352.83
Bell Mobility (Cell Phone Expense)	\$356.21
Atlantic Technical Services (Water Infrastructure Expense)	\$5,405.00
BioMaxx (Sewer Monitoring Expense)	\$6,106.50
Impact Signs (Signage Expense)	\$68.43
Enviro Masters (Lawn Care Expense)	\$586.50
Eastern Ventures (Training Expense)	\$179.40
Irving Oil Marketing (Gas Expense)	\$1,781.88
NF Power (Hydro Expense)	\$1,805.58
MFB Trucking (Road Maintenance Expense)	\$690.00
Rogers (Office Expense)	\$91.92
Triware Technologies (Office Exp.)	\$184.00
T&D Entreprises (Road Maintenance Expense)	\$552.00
CIBC Mellon (Pension Plan)	<u>\$6,718.96 (2 months)</u>
	\$28,588.25

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY SEPTEMBER 18, 2023

PRESENT: Ed Dyke, Melissa Pardy, Rick Raymond, Irene Stack, Beatrice Burry and Agatha Stack Balsom and Stephanie Stack

ABSENT: Ron Doyle

#		ITEM
1		Deputy Mayor Raymond brought the meeting to order at 6:30pm.
2		Officer Cara Pardy and Inspector Andrea Perry were present in chambers for the town to sign a proclamation for Fire Prevention Week. Motion #323 Ed Dyke/Irene Stack Balsom Proposed to proclaim October 8-14, 2023 as Fire Prevention Week. The theme this year is "Cooking safety starts with you. Pay attention to fire prevention."
3		Minutes of September 5, 2023, were tabled. Motion #324 Melissa Pardy/Beatrice Burry Proposed to accept minutes of September 5, 2023. All in favor, motion carried.
	BUSINESS ARISING	
4		#3 Dynamic Engineering is waiting for the approval to go to tender from the Department of Municipal and Provincial Affairs. They expect the town will be able to go to tender in the next week or so. Dynamic Engineering has confidence that the project will be completed in this construction season.
5		#4 The accessible washroom at the Tourist Information Centre is about 95% complete. The contractor is waiting for Babb Security to complete some work.
6		#5 Staff will contact the Department of Transportation and Infrastructure again with regard to the roads throughout the community. Staff have also send another email to MHA Loyola O'Driscoll.
7		#14 The CAO presented prices for a new street light at the look out in Maddox Cove. The price for a new light is as follows: (there are no installations costs) 100 LED \$16.08 150 LED \$18.20 250 LED \$22.11 400 LED \$25.63 Motion #325 Ed Dyke/Irene Stack Proposed to order a 150 LED for the look-out in Maddox Cove. All in favor, motion carried.
8		#21 The paving in the town has started. It should be finished this week.
9		#22 The potholes on the wharf on the northside should be filled in this week.
	TONIGHT'S AGENDA	
10		Application to construct a privacy screen at 21 Old Maddox Cove Road(A2023-75). The Inspections and Development Committee inspected the area and signed off on the application. Motion #326 Ed Dyke/Melissa Pardy Proposed to approve the application to construct a privacy screen at 21 Old Maddox Cove Road(A2023-75). All in favor, motion carried.
11		Application to excavate for parking area and new water and sewer line at 11Cribbies Road (A2023-74). The Inspections and Development Committee inspected the area and signed off on the application. Councillor Dyke noted that there were no issues with the application but wanted to note that there is a storm sewer and a catch basin in the area. If any of these pieces of infrastructure are damaged during construction, it will be the responsibility of the applicant. Motion #327 Ed Dyke/Melissa Pardy Proposed to approve the application to excavate for parking area and new water and sewer line at 11Cribbies Road (A2023-74) with the condition that a permit is not issued until the deed of conveyance is received by the town. It will be noted on the approval letter that if any damage is caused to the town's infrastructure such as, but not limited to, storm sewer and catch basin, it will be the responsibility of the applicant to replace back to existing condition. That the retaining wall be no more than 3' high and that the applicant install adequate lighting in the area. This approval does not in any way constitute approval for any business. It is an approval to upgrade the parking area and to install a new water and sewer line only. All in

		favor, motion carried.
12		<p>The Recreation Commission forwarded emails with requests for council. The emails were tabled.</p> <p>Councillor Dyke noted that it seems like every little issue with the community centre comes to council. He stated that he felt that Recreation should look after some of the minor maintenance. He also noted that the town does give Recreation some financial assistance that could help with this maintenance. He said the town also looks after all the cleaning supplies and toiletries. Councillor Pardy noted that she felt that maintenance and repairs to the building should not be Recreation's responsibility. Councillor Stack Balsom noted that she felt that these minor issues should be dealt with by Recreation as the town just spent a lot of money to purchase the parking lot.</p> <p>Motion #328 Irene Stack/Ed Dyke Proposed that Recreation purchase the doorknob and lock and the town will have it installed. After discussion Councillor Stack and Councillor Dyke rescinded this motion.</p> <p>Motion #329 Irene Stack/Ed Dyke Proposed to meet with Recreation to discuss the requests. All in favor, motion carried.</p> <p>There was also an email with regard to the splash pad project and future funding for new playground equipment. Recreation noted that they were interested in setting up a committee to oversee this. Councillor Stack noted that the Development Corporation are looking for members and are also looking at acquiring funding for playground equipment for Cribbies Park. She stated that both committees could work together on this initiative. Staff will inform Recreation of this.</p>
13		<p>Capital Works Project Shore Lane 17-GI-24-00003</p> <p>Motion #330 Melissa Pardy/Beatrice Burry Proposed to approve an amendment to the Capital Works Project Shore Lane 17-GI-24-00003. The change will include a reduction in residential inspections hours from 125hrs to 80 hrs. The amendment will also include additional engineering design work design for a water collection system on Shore Lane while maintaining access to the ATV trail. All in favor, motion carried.</p>
14		<p>The Foreperson's Report was tabled.</p> <p>Motion #331 Agatha Stack Balsom/Irene Stack Proposed to accept the foreperson's report. All in favor, motion carried.</p>
15		<p>Expense claim for Stephanie Stack in the amount of \$40.00 was tabled.</p> <p>Motion #332 Agatha Stack Balsom/Beatrice Burry Proposed to pay expense claim for Stephanie Stack in the amount of \$40.00. All in favor, motion carried.</p>
16		<p>Bills in the amount of \$28,588.25 were tabled.</p> <p>Motion #333 Melissa Pardy/Agatha Stack Balsom Proposed to pay bills in the amount of \$28,588.25. All in favor, motion carried</p>
	NEW BUSINESS	
17		<p>Councillor Stack Balsom stated that there was a pothole on the wharf on the southside where the wharf meets the paving of the Co-op parking area. Staff will send a letter to the Harbour Authority to see if these repairs can be completed.</p>
18		<p>Councillor Dyke asked about the removal order for 31 Main Road, Petty Harbour. It was noted that the order will be up on September 30, 2023. Council will revisit at that time.</p>
19		<p>Councillor Dyke informed council that he along with the Foreman and the CAO met with Dynamic Engineer to discuss the 2024-2025 Capital Works Application Project – Phase 2 of Motion Bay Road Extension. Dynamic will do up the costing for drainage along Motion Bay Road Extension along with a french drain in front of the retaining wall. The new drain will cross the road and exit into the current ditch that runs down along Cove Lane.</p>
20		<p>There was some discussion on holding off on the completing the line painting this year as it is so late in the season.</p> <p>Motion #334 Ed Dyke/Irene Stack Proposed not to complete the line painting this year as it is so late in the season. All in favor, motion carried.</p>

21		The COA asked if council would be interested in participating in the Trunk or Treat on October 29, 2023. Deputy Mayor Raymond and Councillor Dyke will volunteer to do this on behalf of the town. Staff will do up the treat bags.
22		Motion #335 Agatha Stack Balsom/Ed Dyke Proposed to keep on the part time staff until September 29, 2023, to complete the hydrant painting, grass cutting and the painting of the depot. All in favor motion carried.
23		Application from Oilean Beag Productions to film a documentary in the town on Wednesday September 29, 2023 (A2023-78). Motion #336 Ed Dyke/Agatha Stack Balsom Proposed to approve the application from Oilean Beag Productions to film a documentary in the town on Wednesday September 29, 2023 (A2023-78). All in favor, motion carried. In future, Councillor Dyke and Councillor Stack Balsom will approve any application for filming that only require a small crew and no road closures.
25		Community Revitalization Grant – Splash Pad The Town of Petty Harbour-Maddox Cove is extremely disappointed to announce that due to tendering issues and timeline constraints, the splashpad project will not be going ahead. The town will be actively searching for alternative sources of funding in hopes that the project can come to fruition in the future. The town can use some of these funds to upgrade some areas of the Ron Weir Memorial Ballfield and to replace the deck at the museum/town office. The upgrades will occur over the coming months and will include: Ron Weir Memorial Ball Park Re-shingle dug-outs Replace deck at chalet Re-shingle roof of chalet New picnic tables Protective netting along the third base line and left field Repairs to chain link fence Re-surfacing of the basketball court New signage Re-furbish flower bed at entrance Re-instate warning track at ballfield Plastic Shed for garbage Museum/Town Office Replace deck Motion #337 Ed Dyke/Irene Stack Proposed to amend the scope of work for the Community Revitalization Grant to include the above projects. All in favor, motion carried.
26		Motion #338 Irene Stack/Agath Stack Balsom Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:35pm.

Rick Raymond, Deputy Mayor _____

Stephanie Stack, Chief Administrative Officer _____