

**REGULAR MEETING**  
**MONDAY SEPTEMBER 28, 2020**  
**AGENDA**

1. Minutes of September 14, 2020
2. Presentation/Proclamation from Fire Department – Fire Prevention Week
3. Business Arising
4. Application to operate a medical clinic at 13 Main Road, Petty Harbour (A2020-101)
5. Application to build an extension to the Co-op (A2020-109)
6. Letter regarding Kennedy's Lane - Guardrail
7. Motion Bay Road Extension – Dynamic Engineering – Update
8. Inquiry about building a home from shipping containers
9. Request for donation RNC Association
10. Taxation Policy – Deadline for Payments October 31
11. Foreman's Report
12. Expense Claims
13. Bills
14. New Business
15. Adjourn

## **BILLS**

The Telegram (Advertising Expense)	\$247.02
Staples (Office Expense)	\$236.60
McDonald's Home Hardware (R&M Building & Truck Expense)	\$305.78
MFB Trucking (Road Maintenance & Water Expense)	\$6,411.26
Rogers (Office Expense)	\$97.67
Orkin (Pest Control Expense)	\$86.25
EMCO (Water & Sewer Expense)	\$400.44
Eastchem (Water Expense)	\$1,642.20
Bell Aliant (Telephone Expense)	\$566.44
Alarm Services (Protective Services Expense)	\$686.55
Commissionaires (Traffic Services Expense)	\$828.00
Brenntag (Water Expense)	<u>\$1,151.56</u>
<b>TOTAL</b>	<b>\$11,508.21</b>

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**MONDAY SEPTEMBER 28, 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, Harry Chafe, Linda Hearn and Stephanie Stack**

**ABSENT: David Green, Rick Raymond and Kimberly Orren**

#		ITEM
1		Mayor Lee brought the meeting to order at 6:30 pm.
2		Minutes of September 14, 2020 were read. <b>Motion #286 Harry Chafe/Lynn Hearn</b> Proposed minutes of September 14, 2020 be approved. All in favor, motion carried.
3		Representatives of the St. John's regional Fire Department were present in chambers for the signing of a proclamation for Fire Prevention Week (October 4 <sup>th</sup> – 10 <sup>th</sup> ). Mayor Lee tabled and signed the proclamation on behalf of the town.
	<b>BUSINESS ARISING</b>	
4		#4 Capital Works Project – Lift Stations The engineer is finalizing the design work.
5		#5 NF Power has been contacted regarding the streetlights that are out.
6		#7 The Department of Transportation and Works have been contacted regarding the guard rail on the Main Road. The department will have the foreman down to investigate the issue.
7		#13 Skinner's Hill – One Way Skinner's Hill will change back to two-way traffic on September 30. Staff will notify residents.
8		#25 Staff checked to see if the community centre had to be sanitized/deep cleaned if no one was using it within 72 hours. Staff contacted government departments and found no information that the community centre would not have to be sanitized/deep cleaned if not in use for 72 hours.
9		#31 The Finance Committee met on Wednesday September 23, 2020. It was noted that the town is in good financial shape but there were some areas that were overbudget such as Garbage, Sewer Infrastructure, and Vehicle Maintenance. The Committee was able to move around monies allotted for other areas that were under budget. It was noted that for the coming months council has to cognizant of any new projects.
10		#32 Staff will contact Byron at NF Power again regarding the river.
	<b>TONIGHT'S AGENDA</b>	
11		Application to operate a medical clinic at 13 Main Road, Petty Harbour. This is a new business application and would have to go out to the public for comment. <b>Motion #287 Sam Stack/Lynn Hearn</b> Proposed to send out a public notice to residents for comment. All in favor, motion carried.
12		Application to construct an extension to the Petty Harbour Co-op building at 35 Southside Road. Mayor Lee, Councillor Hearn and Councillor Chafe were in a conflict of interest. There was no longer a quorum to vote on this application. Application was deferred until the next meeting.
13		Request for extra guardrail on Kennedy's Lane. Councillor Chafe noted that St. Joseph's Church has the same issue with salt and sand and snow from snow clearing going on their property. Mayor Lee noted that an extra guard rail will not stop all of the salt and sand and snow from going on the property. Mayor Lee also noted that there are sections of Kennedy's Lane that have no guard rail. He stated he could not justify putting a double section of guard rail in one section of Kennedy's Lane and no guard rail in other sections. It was noted that

		the snow clearing contractor will be asked to try to turn the blade in this section to minimize the amount of salt and sand and snow from being pushed onto the property.
14		A quote from Dynamic Engineering for a second opinion on scope of work and costing for Motion Bay Road Extension upgrades was tabled in the amount of \$1,850.00. Deputy Mayor Stack noted that he felt that this would be money well spent and would show that council is doing its due diligence. <b>Motion #288 Sam Stack/Lynn Hearn</b> Proposed to accept the quote from Dynamic Engineering for a second opinion on scope of work and costing for Motion Bay Road Extension upgrades in the amount of \$1,850.00. Mayor Lee, Councillor Hearn and Deputy Mayor Stack in favor. Councillor Chafe not in favor. Motion Carried.
15		Inquiry about building a home from shipping containers. Councillor Hearn and Deputy Mayor Stack noted that they did not like the idea or the look of the proposal. Mayor Lee noted that he did not have an issue with it but would like to know the location. Councillor Chafe noted that he would not be in favor of it. Council noted that they could review if they had a proper application.
16		Request for a donation from the RNC Association. <b>Motion #289 Harry Chafe/Sam Stack</b> Proposed not to donate to the RNC Association at this time due to financial constraints. All in favor, motion carried.
17		Deadline for payment of taxes October 31, 2020 Deputy Mayor Stack noted that council needs to collect taxes as per the policy. He stated that council did give residents an extension on their taxes in the first half of the year. <b>Motion #290 Sam Stack/Harry Chafe</b> Proposed to collect taxes as per the town's Taxation Policy with a cut-off date of October 31, 2020. All in favor, motion carried.
18		The Foreperson's Report was tabled. Mayor Lee asked if staff can find out the normal range for water flow. There was some discussion regarding the paving of areas that were dug up due to valves needing to be replaced. It was agreed that the paving needs to be completed. <b>Motion #291 Harry Chafe/Lynn Hearn</b> Proposed to accept the Foreperson's Report. All in favor, motion carried.
19		Expense claim for Stephanie Stack in the amount of \$60.00 was tabled. <b>Motion #292 Harry Chafe/Lynn Hearn</b> Proposed expense claim for Stephanie Stack in the amount of \$60.00 be approved. All in favor, motion carried.
20		Expense claim for Mike Hayes in the amount of \$30.34 was tabled. <b>Motion #293 Harry Chafe/Lynn Hearn</b> Proposed expense claim for Mike Hayes in the amount of \$30.34 be approved. All in favor, motion carried.
21		Expense claim for Matthew Chafe in the amount of \$374.89 was tabled. <b>Motion #294 Sam Stack/Harry Chafe</b> Proposed expense claim for Matthew Chafe in the amount of \$374.89 be approved. All in favor, motion carried.
22		Bills in the amount of \$11,508.21 were tabled. <b>Motion #295 Sam Stack/Lynn Hearn</b> Proposed to pay bills in the amount of \$11,508.21. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
23		It was noted that the town received a thank you from the owner of the home at 88 Motion Bay Road for the town's prompt attention in having trees replanted on their property.
24		Deputy Mayor Stack noted that he acquired some hand sanitizer from the Provincial Government. Deputy Mayor Stack provided some sanitizer to St. Joseph's Church. Staff will contact St. George's Church so that hand sanitizer can be distribute to them also.
25		Request for extension for approval in principle from Fishing for Success. Mayor Lee noted that he had some concerns in letting application go on for so long as things can get forgotten. Deputy Mayor Stack stated he didn't mind giving an

		extension if Fishing for Success has already applied to the Department of Environment, Climate Change and Municipalities. Staff will get this information from the applicant and place this item on the agenda for the next meeting.
26		<p>Fence at Town Depot</p> <p>Mayor Lee noted that the area around the Town Depot has been cleaned up. He stated that he met with the foreperson regarding the installation of a fence in the area. The foreperson voiced some concerns that the fence may be knocked down due to snow clearing. Mayor Lee noted that council could look at a guard rail instead of a fence. It was noted that the snow clearing operator can be notified not to pile snow up against the fence.</p> <p><b>Motion #296 Sam Stack/Lynn Hearn</b></p> <p>Proposed to build a ranch style fence behind the town depot. All in favor, motion carried.</p>
27		<p>2021 Budget</p> <p>The CAO noted that discussions regarding the 2021 budget will start soon. She asked council if they have any proposed projects for 2021 to bring them forward for the Finance Committee to review. The CAO noted that revenues will be down approximately \$40,000.00 due to assessed values being down. Council will have to increase the mil rate or reduce spending to accommodate for this loss in revenue.</p>
34		<p><b>Motion #297 Harry Chafe/Lynn Hearn</b></p> <p>Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:47pm.</p>

Sam Lee, Mayor \_\_\_\_\_

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