

REGULAR MEETING
MONDAY SEPTEMBER 9, 2019

1. Minutes of August 19, 2019
2. Business Arising
3. Presentation from St. John's Regional Fire Department (Inspector Gary Power) – Fire Prevention Week and signing of proclamation.
4. Request to speak - Resident on Cribbies Road with regard to new culvert and drainage in the area.
5. Request to speak- Owner of property at 10C Main Road, Petty Harbour with regard to laneway.
6. Request to speak- Owner of shed at 52A Main Road, Petty Harbour Re: Water shut off to shed by owner of waterline.
7. Application to build a 50ft X 80ft Cultural & Events Centre at 56-58 Main Road, Petty Harbour.
8. Application to build shed at 56 Main Road, Petty Harbour (Different application)
9. Application to store a temporary trailer at 56-58 Main Road, Petty Harbour.
10. Draft "Temporary Structure Application"
11. CBCL Invoice – Increase engineering limit from \$20,000 - \$30,000
12. Letter of concern with regard to parking area on Skinner's Hill
13. Quote to replace guardrail on Southside Road near 90 Southside Road.
14. RNC Traffic Unit Enhancement Proposal
15. Letter requesting a community sign – Alan Doyle
16. Proposed lease for Parking Area across from town hall
17. Cribbies Park revised quote for ditching
18. Report on meeting with Transportation and Works
19. Expense Claims.
20. Cheque Log
21. Bills
22. New Business
23. Adjourn

BILLS

Alarm Services (Fire Protection Expense)	\$500.25
Big Erics (Garbage Expense)	\$463.94
Bidgood's (Office Expense)	\$63.47
Brenntag (Water & Sewer Expense)	\$1,929.24
Bell Aliant (Telephone Expense)	\$585.49
Afonso (Water & Sewer Expense)	\$1,963.05
CIBC Mellon (Pension Expense)	\$1,093.76
Enviro Masters (Lawn Care Expense)	\$143.75
EMCO (Water & Sewer Expense)	\$630.48
Eastchem (Water & Sewer Expense)	\$1,460.50
Irving Oil Marketing (Gas Expense)	\$849.90
Irving Energy (Generator Expense)	\$2,231.77
John Layden Trucking (Road Maintenance Expense)	\$15,397.55
Kent (Truck Expense)	\$51.69
McDonald's Home Hardware (Truck Expense & R&M Building Expense)	\$116.52
NF Power (Street Lighting & Hydro Expense)	\$3,897.35
Orkin Canada (Pest Control Expense)	\$86.25
Petty Harbour Canvas (Truck Expense)	\$74.75
Rogers (Office Expense)	\$206.91
Rideout Tool (Tool Expense)	\$204.58
Bell Mobility (Cell Phone Exp.)	\$190.34
City of St. John's (Garbage Removal)	\$1,944.17
Stewart McKelvey (Professional Fees Expense)	<u>\$1,059.83</u>
	\$35,145.64

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY SEPTEMBER 9, 2019

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

#	ITEM
1	Mayor Lee brought the meeting to order at 6:36pm.
2	Minutes of August 19, 2019 were read. Motion #295 Kim Orren/Harry Chafe Proposed minutes of August 19, 2019 be approved. All in favor, motion carried.
	BUSINESS ARISING
3	#6 Waiting on quotes for the parking area in Maddox Cove.
4	#10 Capital Works Project – Water Valve Replacement Maddox Cove. The tender documents are being finalized.
5	There has been one rock on Cribbies Road removed. The second rock is very large and cannot be removed with a backhoe. Staff will see if the contractor can get a larger machine to remove the rock.
6	#22 Council will meet with the developer that is requesting “Off-Grid Domes” in the hills of Maddox Cove for tourist accommodations in the coming weeks.
7	#27 The paving/patching is going well and should be completed next week.
8	#41 The funds left from the insurance claim on the roof is \$22,746.05. The community centre floor still needs to be completed. The remaining funds should cover the replacement of the flooring.
9	#42 Check on bench and picnic table for playground in Maddox Cove.
	TONIGHT'S AGENDA
10	Presentation from St. John's Regional Fire Department (Inspector Gary Power) – Fire Prevention Week. There were no representatives from the St. John's Regional Fire Department present. This item was placed in the agenda in error. It is scheduled for the next meeting.
11	Culvert – Cribbies Road. Deputy Mayor Stack left chambers due to a conflict of interest at 6:43pm. Mrs. Janie Doyle was present in chambers to discuss some ongoing issues with the new culvert in front of her home. Mrs. Doyle had some concerns over the condition the drain was left. She noted that there are safety concerns and a car had gone down in the drain. Councillor Green stated that he visited the site and noted that if he knew it was going to be left the way it was he would have never voted for it. He stated there are 2 culverts that are built up around the opening but the other section of culvert has just a bunch of boulders around it. He noted it looks like there is still water running down the road. Councillor Chafe noted that there is water running in the area and the contractor needs to have this fixed. He also stated that there may be a pipe that is not going into the drain/culvert. Mayor Lee noted that this problem only came up on Saturday and staff were looking into it today. The end of the culvert that had boulders around it was going to be fixed. Mayor Lee also noted that if there is water coming up through the ground then it would have to be fixed. Mrs. Doyle noted that there is an area that has stagnant water. The drain in this area needs to be leveled. Mrs. Doyle also noted that the drain should be closed not an opened ditch. Motion #296 Harry Chafe/Rick Raymond Proposed to extend the culvert approximately 8 – 10 ft., covered with a grate and to move rock by the culvert so the culvert can be connected. Councillor Hearn, Councillor Chafe, Councillor Raymond, Councillor Green and Councillor Orren in favor. Mayor Lee not in favor. Motion carried. Deputy Mayor Stack returned at 7:05pm.
12	Request to speak- Owner of property at 10C Main Road, Petty Harbour with regard to laneway. Mr. John Landrigan was present in chambers to address council. Motion #297 Sam Stack/Harry Chafe

		<p>Proposed that Councillor Orren was in a conflict of interest. All in favor, motion carried.</p> <p>Councillor Orren left the chambers at 7:08pm</p> <p>Mr. Landrigan distributed a picture of the laneway the way it was when he originally moved into the area. He noted that there was always an embankment at the bottom of the lane. He also noted that traffic used to use the back of their properties for access not the front. Mr. Landrigan also noted that there was an agreement that was in place with regard to the laneway and riverbank being built up. Mr. Landrigan noted that Ron Doyle was aware of this agreement.</p> <p>Mr. Landrigan noted that they have never had an issue in the area but now they can't step off their property without being yelled at from the adjacent property owner.</p> <p>Mayor Lee noted that disputes between neighbors and property boundaries are not a concern of council. Mayor Lee also noted that if there is an agreement in place then he is unaware of it. Councillor Chafe noted that the area behind the homes is not a right of way. It is private property. There was also some discussion with regard to the parking area adjacent to the laneway. It was noted that this is crown land. Council will check to see if there is an agreement in place with regard to this laneway.</p>
13		<p>Request to speak- Owner of shed at 52A Main Road, Petty Harbour Re: Water shut off to shed by owner of the waterline. Mr. Leo Hearn was present in chambers to discuss the issue of his water being cut off. Mr. Hearn noted that his water was cut off without being notified. Mr. Hearn noted that it is council's responsibility to notify residents when their water is being shut off. Mr. Hearn stated he is requesting to be reimbursed his connection fee and also water taxes for the years he was connected to this line. Mayor Lee noted that this was a private line that Mr. Hearn was hooked onto and not the town's line and had nothing to do with council. Mr. Hearn noted that he was hooked on by town staff so council should have notified him and staff should have disconnected him.</p> <p>Motion #298 David Green</p> <p>Proposed to reimburse Mr. Hearn his connection fee, expenses for the line connection and water taxes from the time he was hooked onto the water line. Mayor Lee asked if Mr. Hearn used the water in the years he was connected. Mr. Hearn noted that he had. Ms. Sherry Lynn Rowe (owner of neighboring shed and waterline) was present in chambers and noted that Mr. Hearn was connected to the line without permission. She stated that council or someone else cut off the connection that Mr. Hearn had on the line and damaged the T-junction. Mr. Hearn stated that he removed the line as he was told to remove it. Ms. Rowe stated that she had receipts for the repairs that she would have to do to her line. Councillor Green rescinded his motion.</p> <p>Motion #299 Sam Stack/David Green</p> <p>Proposed to reimburse Mr. Hearn for his connection fee and to pro rate his 2019 water tax to date of disconnection once confirmed that town staff did connect Mr. Hearn to the private line. All in favor, motion carried.</p> <p>Councilor Orren returned to chambers at 7:46pm.</p>
14		<p>Motion #300 Rick Raymond/Kim Orren</p> <p>Proposed to defer item # 7 (Application to build a 50ft X 80ft Cultural & Events Centre at 56-58 Main Road) and #8 (Application to build shed at 56 Main Road) of the agenda as council is waiting on further information. All in favor, motion carried.</p>
15		<p>Application to store temporary storage trailer at 56-58 Main Road Petty Harbour.</p> <p>Motion #301 Linda Hearn/Rick Raymond</p> <p>Proposed not to approve the application to store temporary storage trailer at 56-58 Main Road Petty Harbour. The trailer is to be moved and if construction starts on a new building the applicant can then apply to place the storage trailer on site temporarily. Deputy Mayor Stack, Councillor Hearn, Councillor Chafe, Councillor Raymond, Councillor Green and Councillor Orren in favor. Mayor Lee not in favor. Motion carried.</p>
16		<p>Draft Temporary Structure Application</p> <p>Motion #302 Rick Raymond/Sam Stack</p> <p>Proposed to approve the draft Temporary Structure Application with the addition of zoning regulations. All in favor, motion carried.</p>
17		<p>Request from CBCL Ltd. to increase their engineering budget from \$20,000 - \$30,000.</p> <p>Motion #303 Harry Chafe/David Green</p> <p>Proposed to increase CBCL's engineering budget from \$20,000 - \$30,000. All in favor, motion carried.</p>

18		<p>Letter of concern from resident with regard to parking area on Skinner's Hill. The resident noted that he has parked his vehicle in this area for 30 plus years and is concerned that when the new parking area is complete he will no longer have a space to park his vehicle. Mayor Lee noted that if council takes in this area then they could reserve a parking space for the resident. Council was in agreement with reserving a space. Staff will send a letter to the resident informing him of this.</p>
19		<p>Quote to replace guardrail on Southside Road near 90 Southside Road in the amount of \$7,532.50. Motion #304 Sam Stack Proposed to approve this quote in the amount of \$7,532.50 unless there are section of guardrail that are not in need of replacement. Deputy Mayor Stack rescinded his motion. Council will have staff inspect the area to confirm that the 7 section of guardrail need to be replaced. Motion #305 David Green/Kim Orren Proposed to defer this item until staff/council to inspect all the sections of guardrail in the area. All in favor, motion carried.</p>
20		<p>RNC Traffic Unit Enhancement Proposal Council Green attended a meeting with regard to a new traffic enhancement program for a number of municipalities that will strive to improve road and highway safety. The proposal would include the addition of 4 new RNC patrol vehicles, regional focus for vehicle distribution and the development of a traffic committee which would include a representative from the town. There would be a one-time cost to the town of \$2,500.00. This would be for a six year commitment. Councillor Green noted that he is willing to serve as the representative of council. There are 11 municipalities involved in this proposal. The municipalities are Petty Harbour/Maddox Cove, St. John's, Mt. Pearl, Conception Bay South, Paradise, Portugal Cove-St. Philip's, Torbay, Logy Bay-Middle Cove-Outer Cove, Pouch Cove, Flatrock and Bauline. The contribution for each municipality is based on the size of the community. Mayor Lee noted that he is concerned that the town may not see a lot of police presence given the number and size of the other communities involved. Councillor Orren asked if the new vehicle would be working on the weekends as this is when the town is busiest. Councillor Green noted that they would be working 7 days a week. Motion #306 Harry Chafe/Rick Raymond Proposed to sign the MOU with the Royal Newfoundland Constabulary to enhance its regional traffic law enforcement services and to contribute \$2,500 to the RNC Traffic Unit Enhancement Proposal. All in favor, motion carried.</p>
21		<p>A letter from resident requesting a community sign – Alan Doyle. Councillor Green noted that council has talked about this before and stated there should be a sign erected. Councillor Orren agreed with Councillor Green. Staff will get a quote and design on the sign and get back to council.</p>
22		<p>Proposed leasing of parking space at 34-36 Main Road, Petty Harbour. Councillor Green noted that it would be too expensive for the town to lease this area. He stated that the cost to lease this space would be approximately \$4,000.00 per month. Mayor Lee noted that the town has requested further information with regard to this property but to date have not received it. Deputy Mayor Stack noted that it would be good to have more parking in the town and stated that the town could look at other avenues for this space. He stated that the town could look for funding to paving and meter the area and divide the profits with the property owner. It was noted that this would require a long term lease from the owner. Staff will send a letter to the property owner stating that council is not interested in leasing the property at this time. Alternatively, staff will ask the owner if he would be interested in providing a possible long-term lease if council was successful in obtaining funding to have the proposed property paved and metered. Profits from the meters would be divided amongst the lessee and lesser.</p>
23		<p>Cribbies Park – Drainage issue The town received a revised quote in the amount of \$12,880.00 to fix the drainage problem at Cribbies Park. The original quote was for \$40,278.75. This is substantial difference in price and the town can only presume the scope of work has changed significantly. The town's engineer will visit the site and make recommendations to fix the drainage in the area.</p>
24		<p>Report on meeting with the Department of Transportation and Works. Mayor Lee, Deputy Mayor Stack, Councillor Green and Stephanie Stack met with Joe Dunford of the Department of Transportation and Works to discuss ongoing road maintenance issues throughout the town. Road Maintenance Issue</p>

		<p>The town presented a report with pictures of areas that needed work throughout the community. This work included guardrail repairs, pothole repairs, shoulder repairs etc. These areas of concern were reviewed. Mr. Dunford noted that he will look into having these areas of concerns addressed.</p> <p>Culvert Replacement – Main Road Maddox Cove There was some discussion with regard to the culvert that needs to be replaced on the Main Road in Maddox Cove. Mr. Dunford asked if we would be willing to tender this culvert out with the drainage work that the town will be doing in the area. It was noted that council would be willing to tender it out together if Transportation and Works were willing to cover the cost of the culvert. Mr. Dunford will check into this and get back to the town.</p> <p>Ticketing on the Main Road throughout the Town Mr. Dunford noted that this is not something their department would normally allow but feels it could be a possibility. He requested the town send a letter to the Minister requesting permission for ticketing on the Main Road.</p> <p>Speed Signs Maddox Cove The town requested that there be more speed signs on the Main Road in Maddox Cove past the town's limits. This area just had the speed reduced and the town feels more speed signs are required. Mr. Dunford will look into this.</p> <p>Crosswalks Mayor Lee noted that there are areas in the town on the Main Road that require crosswalks. Staff have already sent this information to Mike Dwyer at Transportation and Works. Mr. Dunford requested that the town send this information to him and he will look into it.</p> <p>Fences/Transportation and Works Right of Way The town noted that there are areas in the town where residents are erecting make shift fences on Transportation and Works right of way. Mr. Dunford noted that their Department does not normally have to deal with this type of issue but noted that if it is a safety concern for traffic or pedestrian then they would address it.</p> <p>Catch Basin on Main Road The town noted that there is an area on the Main Road where the shoulder of the road is washing out. It was noted from the pictures that the catch basin in the area seems to be too high. Mr. Dunford stated that he will have this looked into.</p> <p>Councillor Green noted that Mr. Dunford was very impressed with the presentation that the town presented. Councillor Green wanted to thank Stephanie and Mandy for the great work they did on the presentation.</p>
25		<p>Expense Claims Motion #307 Rick Raymond/Kim Orren Proposed to approve expense claim for Mandy Dinn in the amount of \$110.33 All in favor, motion carried. Motion #308 Harry Chafe/Kim Orren Proposed to approve expense claim for Stephanie Stack in the amount of \$100.00. All in favor, motion carried.</p>
26		<p>The monthly cheque log was tabled. Motion #309 Harry Chafe/David Green Proposed to accept the monthly cheque log. All in favor, motion carried.</p>
27		<p>Bills in the amount of \$35,145.64 were tabled. Motion #310 Rick Raymond/Kim Orren Proposed to pay bills in the amount of \$35,145.64. All in favor, motion carried.</p>
	NEW BUSINESS	
28		<p>Councillor Raymond noted that the pylons along Main Road to stop traffic from parking on the road are working great.</p>
29		<p>Staff will have Jack Ershler's retirement picture placed in the town office.</p>
30		<p>Flooring for community centre – Councillor Chafe noted that he is waiting on an additional quote. Recreation will check the wall to see where the water is getting into the community centre.</p>

31		Councillor Hearn asked will council be reviewing their Emergency Preparedness Plan. Council did review this in January of last year and will be reviewing again in January of 2020.
32		Councillor Orren stated that she would be the town's representative for the regional signage and wayfinding program.
33		Deputy Mayor Stack noted that it will soon be time for the Finance Committee to meet. Staff will set up a meeting for early October. Councillor Orren noted that she would like to sit on this committee as she does not have enough time in the daytime to give to the Inspections and Development Committee. The CAO noted that committees of council should only have less than a majority vote on them. The finance committee already has 3 councillors. Councillor Orren noted that she is willing to sit on the committee if someone wished to step down.
34		Mayor Lee noted that the walkway in the entrance of the Ron Weir Memorial Ball Park needs to have class A stone placed in the area. Currently the walkway is comprised of large stones that make it very difficult for patrons of the ballfield and park to walk on. Motion #311 Rick Raymond/Lynn Hearn Proposed to place class A in the area. All in favor, motion carried. Councillor Chafe noted that the stone would have to be tapered for drainage.
35		Mayor Lee noted that the bank area at the back of the ball field in Maddox Cove needs to be cut. The cost to complete the work is \$40.00 per hour. It would take approximately 4 – 6 hours to complete. It was noted that this would have to be done 3-4 times a year. Council will visit the site before the next meeting to determine if this needs to be done.
36		The foreman's report was tabled.
37		Councillor Hearn noted that a resident at 228A is experiencing dirt on her clothes after they are washed. There have been no other complaints of this in the area. Staff will look into this.
38		Councillor Orren noted that she will not be available for the October 7 th meeting. Councillor Green noted that he will not be available for the September 23 rd meeting.
39		Motion #312 Rick Raymond/David Green Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 9:05pm.

Sam Lee, Mayor _____

Stephanie Stack, Chief Administrative Officer _____