TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY JUNE 9, 2025

PRESENT: Rick Raymond, Ed Dyke, Irene Stack, Kayla Parsons and Mandy Dinn

		ITEM
1		Mayor Raymond brought the meeting to order at 6:30pm.
2		Minutes of May 26, 2025, were tabled. **Motion # 166 Irene Stack/Kayla Parsons** Proposed to accept minutes of May 26, 2025. All in favor. Motion carried.
	BUSINESS ARISING	No New Business
	TONIGHT'S AGENDA	
3		Application (A2025-45) to replace deck at 114 Motion Bay Road, Mayor Raymond declared himself in a conflict of interest for the next 2 agenda items as he will be working on the projects. **Motion # 167 Ed Dyke/Irene Stack** Proposed that Mayor Raymond is in a conflict of interest for the next 2 agenda items. All in favor. Motion carried. Mayor Raymond left chambers at 6:34pm. Councillor Dyke noted that he may be in a conflict of interest for the next 2 agenda items as the applicant may purchase materials from him. **Motion # 168 Irene Stack/Kayla Parsons** Proposed that Councillor Dyke was in a conflict of interest. None in favour. Motion defeated. The inspections committee inspected the area and signed off on the application. **Motion # 169 Ed Dyke/Irene Stack** Proposed to approve application A2025-45 to replace deck at 114 Motion Bay Road. All in favour. Motion carried.
4		Application (A2025-46) to place a pre-built shed at 114 Motion Bay Road. The inspections committee inspected the area and signed off on the application. **Motion # 170 Ed Dyke/Irene Stack** Proposed to approve Application A2025-46 to place a pre-built shed at civic number 114 Motion Bay Road. All in favor. Motion carried. Mayor Raymond returned to chambers at 6:38pm.
5		Application (A2025-47) to construct a tiered flower bed at 27 Old Maddox Cove Road. The inspections committee inspected the area and signed off on the application. **Motion # 171 Ed Dyke/Kayla Parsons** Proposed to approve Application A2025-47 to construct a tiered flower bed at 27 Old Maddox Cove Road. All in favor. Motion carried.
6		Application (A2025-48) to replace a portion of fence at 16 Long Run Road The inspections committee inspected the area and signed off on the application and noted that approval must be granted from the Department of Transportation & Infrastructure as the fence is along Long Run Road. **Motion # 172 Ed Dyke/Kayla Parsons** Proposed to approve Application A2025-48 to replace a section of fence at 16 Long Run Road with the stipulation that approval is granted from the Department of Transportation and Infrastructure and that the fence be the same height as the exiting fence. All in favor. Motion carried.
7		Application (A2025-49) to replace deck at 27 Old Maddox Cove. The

		inspections committee inspected the area and signed off on the application. **Motion # 173 Ed Dyke/Irene Stack** Proposed to approve Application A2025-49 to replace deck at 27 Old Maddox Cove Road. All in favor. Motion carried.
8		Application (A2025-14) to relocate cooler at 11 Main Road, Petty Harbour. The applicant was granted approval from the Department of Environment with stipulations attached to the approval. **Motion # 174 Ed Dyke/Kayla Parsons** Proposed to approve application A2025-14 with the stipulation that the applicant abide by all stipulations as set out in the approval from the Department of Environment. All in favour. Motion carried.
9		Application (A2025-44) to operate a tourist accommodation business at 9 Big Hill Road. This type of business is considered a discretionary use in the heritage zone. **Motion # 175 Kayla Parsons/Irene Stack** Proposed to send a notice for comment to the public for 14 days as it is a discretionary use. All in favour. Motion carried.
10		Application (A2025-43) to operate a childcare business at 24 Cribbies Road. Mayor Raymond declared himself in a conflict of interest as he is the owner of the property. **Motion # 176 Irene Stack/Ed Dyke** Proposed that Mayor Raymond was in a conflict of interest. All in favor. Motion carried. Mayor Raymond left chambers at 6:42pm. **Motion # 177 Irene Stack/Ed Dyke** Proposed to send a notice for comment to the public for comment for 14 days as it is a discretionary use. All in favour. Motion carried. Mayor Raymond returned to chambers at 6:46 pm.
11		Application (A2025-26) to construct a Sea Wall at 11 Southside Road, Petty Harbour. The applicant submitted an updated drawing of the sea wall for council's review. **Motion #178 Ed Dyke/Kayla Parsons** Proposed to approve application A2025-26 to construct a sea wall at 11 Southside Road with the stipulations that approval be granted from the Harbour Authority and the Department of Environment. All in favor. Motion carried.
12		Application (A2025-50) to construct railings on the deck at 1 Southside Road. The inspections committee inspected the area and signed off on the application. **Motion # 179 Ed Dyke/Irene Stack** Proposed to approve application A2025-50 to construct railings on the deck at 1 Southside Road. All in favor. Motion carried.
13		Condition of pavement near 1 Cove Lane. The inspections committee inspected the area and there is deterioration on the town's pavement and the resident's pavement. A letter will be sent to the resident advising that when they repair their portion of the damaged pavement the town will repair the town's section. They will have to advise the town when they are ready to repair their section of pavement.
14		Request to have drain cleared near 2 Main Road, Petty Harbour The inspections committee inspected the area and noted that the condition of the river is not that bad except for silt debris that will probably cause more damage if it is removed. Staff will contact the Department of Environment to request to have underneath the bridge in the area cleared out. Staff will monitor the issue over the summer and advise the resident to contact the town if there are any issues that occur during this time.
15		Request to have culvert replaced at 52 Motion Bay Road. The inspections committee inspected the area and advised council that the culvert does require replacement. Mayor Raymond advised that he may be in a conflict of interest as the resident is his cousin. **Motion # 180 Kayla Parsons/Ed Dyke** Proposed Mayor Raymond was in a conflict of interest. None in favour. Motion defeated. **Motion #181 Ed Dyke/Kayla Parsons** Proposed to replace culvert at 52 Motion Bay Road. Staff will give resident advanced notice when the replacement is to take place. All in favor. Motion carried.
16		Request to park motorhome at 30 Motion Bay Road Extension The property owner has requested to park the motorhome on the property to be used only on occasion.

		Motion # 182 Ed Dyke/Irene Stack Proposed to approve the request for the summer of 2025. The applicant will have to request an extension for council to review after the Labour Day weekend. All in favour. Motion carried.
17		Quotes for line painting. 3 quotes were received for line painting. Clean Sweep $2650 plus hst. Formac $3950 plus hst and All Clear $4879.65 plus hst. **Motion # 183 Irene Stack/Ed Dyke** Proposed to accept the quote from Clean Sweep in the amount of $2650 plus hst. All in favour. Motion carried.
18		Quotes for lawn care. There was some discussion regarding insurance requirements and Worker's Compensation requirements for contractors. **Motion # 184 Ed Dyke/ Kayla Parsons** Proposed to defer the quotes until clarification is received for contractor requirements. All in favor. Motion carried.
19		Request for support from Recreation Committee. Councillor Dyke and Stack met with members of the Recreation Committee who advise that they required assistance with the Summer Program. Council will assist the committee in any way that is feasible for the town. **Motion #185 Ed Dyke/Irene Stack** Proposed to release the $6,000 grant that was budgeted to the Recreation Commission. All in favour. Motion carried.
20		Request for support from Museum Committee. Council will support the museum committee in any way feasible for the town. **Motion #186 Irene Stack/Kayla Parsons** Proposed to release the $3,000 grant that was budgeted to the Museum Committee. All in favour. Motion carried.
21		Request to hire Office Assistant and Seasonal Labourer. **Motion # 187 Irene Stack/Kayla Parsons** Proposed to hire Tara Birmingham to the office assistant position. All in favour. Motion carried. **Motion # 188 Irene Stack/Kayla Parsons** Proposed to hire Colin Ward to the seasonal labourer position. All in favour. Motion carried.
22		Request from CBDC Celtic to waive permits and fees for Youth Ventures participants. **Motion #189 Ed Dyke/Kayla Parsons** Proposed to waive permits and fees for Youth Ventures participants for 1 year. Youth ventures will be asked to notify the town of participants in the area. All in favour. Motion carried.
23		Request to release Snow Clearing holdback for 2024-2025 season. The inspections committee has no issues to report. **Motion #190 Ed Dyke/Kayla Parsons** Proposed to release holdback for the 2024-2025 snow clearing season. All in favour. Motion carried.
24		Capital Works Project Motion Bay Road Extension Phase II The tenders for the project came in over budget and there will be added expenses from acquiring private land for the project. **Motion #191 Irene Stack/Ed Dyke** Proposed to not accept any of the tenders for the project and to request a quote from the engineer on the cost to get a new drawing drafted that would incorporate a drainage system travelling down Motion Bay Road to O'Brien's Lane. All in favour. Motion Carried.
25		Foreman's Log **Motion # 192 Ed Dyke/Kayla Parsons** Proposed to accept the foreman's log. All in favor. Motion carried.
26		Expense claim in the amount of $60.00 for Mandy Dinn **Motion # 193 Ed Dyke/Irene Stack** Proposed to pay expense claim for Mandy Dinn in the amount of $60.00. All in favor. Motion carried.

27		Bills in the amount of $46,797.33 were presented. **Motion # 194 Kayla Parsons/Irene Stack** Proposed to pay bills in the amount of $46,797.33. All in favor. Motion carried.
	NEW BUSINESS	
28		Councillor Stack asked if the Town contributed to Canada Day. The Town does contribute half of the expenses for Canada Day to a maximum of usually $2000.
29		Councillor Dyke congratulated CPAWS for holding a great event in the community. He noted that it was very educational and very well attended.
30		Councillor Dyke presented Application (A2025-51) to construct a rock wall safety barrier and widen area for parking at 96 Southside Road. CAO noted that she is in a conflict of interest as the applicant is her aunt. **Motion # 195 Ed Dyke/Irene Stack** Proposed that CAO was in a conflict of interest. All in favour. Motion carried. CAO remained silent while taking minutes. **Motion # 196 Ed Dyke/Irene Stack** Proposed to approve the application A2025-51 with the stipulations that all work including the rock wall be constructed on the applicant's property and that approval be granted from the Department of Environment as the development is in the flood risk area. All in favour. Motion carried.
31		Councillor Dyke noted that the pothole in front of the row houses on Motion Bay Road needs attention.
32		CAO noted that the Recreation Committee was inquiring about Code of Conduct training. Training will be scheduled when all AGMs are completed.
33		CAO is waiting on an email from the engineer regarding Motion Bay Road Extension Phase I final walk through.
34		**Motion # 197 Ed Dyke/Irene Stack** Proposed meeting be adjourned. All in favor. Motion carried. Meeting adjourned at 7:53 pm.

Rick Raymond, Mayor _____

Mandy Dinn, Chief Administrative Officer _____