REGULAR MEETING

MONDAY May 4, 2026

AGENDA

1. Minutes of April 21, 2026
2. Business Arising
3. Request to Speak- Ryan Chafe- Heritage Museum Committee & request for 2026 operating grant
4. Application A2026-07 to construct extension to home at 125 Main Road, Maddox Cove
5. Application A2026-20 to construct a shed at 55 Main Road, Maddox Cove
6. Application A2026-25 to construct a shed at 7 Big Hill Road
7. Application A2026-21 to construct decks at 111 Main Road, Petty Harbour
8. Application A2026-22 to excavate at 111 Main Road, Petty Harbour
9. Application A2026-23 to connect to water at 30 Motion Bay Road Extension
10. Application A2026-24 to excavate at 30 Motion Bay Road Extension
11. Water Issues in area of 55 Main Road, Maddox Cove
12. Request for Legal Agreement- Motion Bay Road Extension
13. Road Conditions- Cavell's Lane
14. Request for scholarship donation- St. Kevin's High
15. Request for holdback-T&D Enterprises
16. Daily Foreperson's Log
17. Expense Claims
18. Bills
19. New Business
20. Adjourn

BILLS

May 4, 2026

Bennett's Home Hardware (Road Maintenance, Cleaning, R&M Building & Tools & Hardware Expense)	$379.43
Allnorth (CWP- PRV Upgrades Expense)	$628.59
Cassie Rideout (Cleaning Expense)	$400.00
CBS Rentals (Tools and Hardware Expense)	$81.16
Construction Signs (Road maintenance Expense)	$517.50
Bidgood's (Office Expense)	$27.38
Bell Aliant (Telephone Expense)	$746.32
Impact Signs (Road Maintenance Expense)	$220.57
Hi-Tech Communications (Truck Expense)	$91.98
Kidak Holdings (Employee Clothing Expense)	$74.99
Irving Energy (Propane Expense)	$113.85
NF Power (Street Lighting Expense)	$2,571.08
Orkin (Pest Control Expense)	$90.19
SJN Services (R&M Building Expense)	$97.75
Triware (Office Expense)	$127.42
T&D Enterprises (Garbage Removal Expense)	$1,157.34
TOTAL	$7,325.55

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY MAY 4, 2026

PRESENT: Ed Dyke, Irene Stack, Sam Stack, Rick Raymond, Nancy Bungay, and Mandy Dinn
ABSENT: Todd Chafe and Kayla Parsons

		ITEM
1		Mayor Dyke brought the meeting to order at 6:31pm.
2		**Motion #90 Rick Raymond/ Nancy Bungay** Proposed to accept minutes of April 21, 2026. All in favor. Motion carried.
	BUSINESS ARISING	
3		#11 Orders were sent to the owner of 28 Main Road regarding the building and vehicle on the property.
4		# 15The seasonal laborer started for the season on May 4, 2026.
5		#13 Resumes have started to be received for the parking attendant summer job positions.
	TONIGHT'S AGENDA	
6		Ryan Chafe from the Heritage Museum Committee was present to speak to council. Mr. Chafe noted that the committee has a plan for this summer that involves the summer students digitizing the paper records in the museum. Council's support was requested. Council agreed that it was a wonderful idea and that the students were welcome to use the scanner at the town office to aid in the project. Mr. Chafe will contact the CAO when they'd like to have the students start accessing the town office scanner. The Heritage Museum Committee requested to have the operating grant of $5,000 issued by the town that was budgeted in the 2026 budget. **Motion #91 Nancy Bungay/ Irene Stack** Proposed to issue the $5,000 operating grant to the Heritage Museum Committee as budgeted in the 2026 budget. All in favor. Motion carried.
7		Application A2026-07 to build an extension to house at 125 Main Road, Maddox Cove. A letter was sent to adjacent property owners requesting any comments or concerns on the proposed extension. No comments or concerns were received. **Motion #92 Sam Stack/ Rick Raymond** Proposed to approve application A2026-07 to build an extension to house at 125 Main Road, Maddox Cove. All in favor. Motion Carried.
8		Application A2026-20 to construct a shed at 55 Main Road, Maddox Cove. Councillor Dyke stepped down as chair to discuss the application at 6:38pm. Deputy Mayor Stack assumed the chair. The Mayor and Foreman inspected the area. The application meets the regulations in the residential zone. **Motion #93 Ed Dyke/ Sam Stack** Proposed to approve application A2026-20 to construct a shed at 55 Main Road, Maddox Cove with the stipulation that the shed be away from the electrical wire in the area. All in favor. Motion carried. Mayor Dyke reassumed the chair at 6:39pm.
9		Application A 2026-25 to construct a shed at 7 Big Hill Road. The Inspections Committee (Sam Stack & Kayla Parsons) inspected the

		area. The application meets the regulations in the heritage zone. **Motion #94 Sam Stack/ Nancy Bungay** Proposed to approve application A2026-25 to construct a shed at 7 Big Hill Road. All in favor. Motion carried.
10		Application A2026-21 to construct 2 decks at 111 Main Road, Petty Harbour. The Inspections Committee (Sam Stack & Kayla Parsons) inspected the area. **Motion #95 Sam Stack/ Irene Stack** Proposed to approve application A2026-21 to construct 2 decks at 111 Main Road, Petty Harbour. All in favor. Motion carried.
11		Application A2026-22 to excavate at 111 Main Road, Petty Harbour. The Inspections Committee (Sam Stack & Kayla Parsons) inspected the area. **Motion #96 Sam Stack/ Nancy Bungay** Proposed to approve application A2026-22 to excavate at 111 Main Road, Petty Harbour. All in favor. Motion carried.
12		Application A2026-23 to connect to town water at 30 Motion Bay Road Extension. The Inspections Committee (Sam Stack & Kayla Parsons) inspected the Area. **Motion #97 Sam Stack/ Nancy Bungay** Proposed to approve application A2026-23 to connect to the town's water with the following stipulations: 1. The property owner must sign the legal agreement with the Town relating to development along Motion Bay Road Extension. 2. Onus is on the property owner to have the water turned off each fall to prevent damages from freezing during the winter. Any damages that do occur are the responsibility of the property owner to repair at their own expense. 3. The curb stop must be positioned as close as possible to the property line that is closest to Motion Bay Road Extension. 4. The connection is at the cost of the property owner. All in Favor. Motion carried.
13		Application A2026-24 to excavate at 30 Motion Bay Road Extension The Inspections Committee (Sam Stack & Kayla Parsons) inspected the area. **Motion #98 Sam Stack/ Nancy Bungay** Proposed to approve application A2026-24 to excavate at 30 Motion Bay Road with the stipulations that the property owner sign the legal agreement with the Town relating to development along Motion Bay Road Extension and that the property owner stay within their property boundary. All in favor. Motion carried.
14		Water issues near 55 Main Road, Maddox Cove. Mayor Dyke steeped down from then chair at 6:46pm to discuss the issue as he and the town foreman met with the property owners to inspect the area and discuss their concerns. Deputy Mayor Stack assumed the chair. Mayor Dyke advised council that there are water issues in the area that appear to be from run-off from Motion Bay Road Extension. The property owners in the area requested that council support them in trying to get this issue resolved. Mayor dyke noted that a possibility could be that the property owners jointly install a french drain in the area. This would require and application to council and permits would need to be issued.

		Mayor Dyke brought this information to council on behalf of the concerned property owners in the area of 55 Main Road, Maddox Cove. Mayor Dyke reassumed the chair at 6:49pm.
15		Request for Legal Agreement- Motion Bay Road Extension **Motion #99 Irene Stack/ Sam Stack** Proposed to defer the matter to a closed meeting as it is a legal matter. All in favor. Motion carried.
16		Letter of concern regarding the condition of Cavell's Lane. Council discussed this matter and will send a letter back to the resident advising that it will be revisited when the town is ready to prioritize road paving for the upcoming paving season.
17		Scholarship Donation- St. Kevin's High School **Motion #100 Irene Stack/ Nancy Bungay** Proposed to donate 10- $200 scholarships to St. Kevin's High School for 2026 as per the Town's Donation Policy. At least 50% of the scholarships will be awarded to residents of Petty Harbour-Maddox Cove. All in favor. Motion carried.
18		Request for Holdback- T&D Enterprises Snow Clearing Contract The foreman advised that no repairs are needed from the 2025-2026 snow clearing season. **Motion #101 Sam Stack/ Irene Stack** Proposed to issue the 10% holdback pay for T&D Enterprises for the 2025-2026 snow clearing season. All in favor. Motion carried.
19		Foreman's Log **Motion #102 Irene Stack/ Nancy Bungay** Proposed to accept the foreman's log. All in favor. Motion carried.
20		Expense Claims - Expense Claim for Foreman and Acting Foreman in the amount of $40.00 and $338.87 **Motion #103 Irene Stack/ Sam Stack** Proposed to approve expense claim for Foreman and Acting Foreman in the amounts of $40.00 and $338.87. All in favor. Motion carried.
21		Bills in the amount of $7,325.55 were presented. **Motion #104 Irene Stack/ Nancy Bungay** Proposed to pay bills in the amount of $7,325.55. All in favor. Motion carried.
	NEW BUSINESS	
22		Councillor Bungay thanked council on behalf of the Museum Committee for the release of the 2026 operating grant. The Heritage Museum Committee is making opening the museum a priority this summer. New materials are needed for the information centre. The Museum Committee will be selling- by donation sweatshirts this summer as part of their fundraising initiatives. The Museum Committee will be hoping to work with NF Power to make the Hydro Electric Plant more accessible as an historic site in the community. Councillor Bungay requested that the speed bumps be put out in the community as soon as possible and before school is out for the summer.

23		Deputy Mayor Stack noted that the signposts at the parking lot off skinner's Hill are in need of repair. It was noted that an abundance of water has been flowing down over Cribbies Road from the graveyard area. Staff will inspect to see if anything can be done to rectify the issue. There are swales planned for Cribbies Road and this could be completed in conjunction with that project. The mayor and foreman will inspect when they are marking out the portions for paving. Staff will have roads swept as soon as possible.
24		Mayor Dyke thanked the town employees who collected the garbage under not ideal circumstances when the garbage truck was being repaired. He also thanked them for cleaning up the garbage on the waterfront this past weekend. Mayor Dyke noted that a lady was walking the community and picking up trash. He noted that it was a sign of leadership in the community. He thanked the woman but noted he did not get her name. Recreation will look into getting a debit machine for the community centre. Irene will talk to the committee about this. The mini splits should be completed by the end of May at the town office.
25		CAO- Staff will get a quote for an accessible picnic table for Cribbies Park Staff will fix the basketball nets and straighten the trees at Cribbies Park. Expense Claim for Mayor Dyke in the amount of $81.62. **Motion #105 Irene Stack/ Nancy Bungay** Proposed to approved expense claim for Mayor Dyke in the amount of $81.62. All in favor. Motion carried.
26		**Motion #106 Irene Stack/ Nancy Bungay** Proposed meeting be adjourned. All in favor. Motion carried. Meeting adjourned at 7:10 pm.

Mayor, Ed Dyke _____

Chief Administrative Officer, Mandy Dinn _____