

**REGULAR MEETING**  
**TUESDAY APRIL 23, 2024**  
**AGENDA**

1. Minutes of April 8, 2024
2. Business Arising
3. Blocked culvert on Cribbies Road. Request to speak
4. Application to increase/expand business at 35A Southside Road - Petty Hr. Mini Aquarium (A2024-13)
5. Application to construct front deck at 10 O'Brien's Lane (A2024-15)
6. Application to construct a deck at 58 Southside Road (A2024-16)
7. Application to film (A2024-18)
8. Proposed revision to "Application to Film" application
9. St. Kevin's Scholarships
10. 2024 Insurance Coverage
11. Chrome Books
12. Letter regarding speed bump on Old Maddox Cove Road
13. Resignation – By-Election
14. Request for donation Royal Newfoundland Constabulary Association
15. Canada Summer Jobs – Parking attendant
16. Daily Foreperson's Log
17. Expense Claims
18. Bills
19. New Business
20. Adjourn

**BILLS**

**April 23, 2024**

Bennett's Home Hardware (Water Infrastructure Expense)	\$8.13
Dynamic Engineering (Professional Fees Expense)	\$2,903.75
CIBC Mellon (Employee Pension Expense)	\$1,227.02
Bell Mobility (Cell Phone Expense)	\$371.34
Gov NL (Advertising Expense)	\$69.84
City of St. John's (Garbage Expense)	\$3,499.49
Afonso (Road Maintenance Expense)	\$765.90
Feaver's Lane (GIS Mapping Expense)	\$920.00
John Layden Trucking (Road Maintenance Expense)	\$690.00
Orkin (Pest Control Expense)	\$77.33
Rogers (Office Expense)	\$91.92
North Atlantic Supplies (Employee Clothing Expense)	\$856.75
MFB Trucking (Road Maintenance Expense)	\$1,454.75
Municipal Assessment Agency (Assessment Fees Expense)	\$3,926.00
Triware Technologies (Office Expense)	\$80.50
Weir's Construction (Road Maintenance Expense)	\$313.72
Windco (R&M Building Expense)	\$50.54
Reprographics (Copier Expense)	\$500.90
Irving Energy (Propane Expense)	\$227.70
Canoe (Office Supplies Expense)	\$284.58
Hi-Tech Communications (Garbage Truck & Pickup Truck Expense)	<u>\$91.98</u>
<b>TOTAL</b>	<b>\$18,412.14</b>

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**TUESDAY APRIL 23, 2024**

**PRESENT: Ron Doyle, Rick Raymond, Agatha Stack Balsom, Ed Dyke, Irene Stack, David Balsom and Stephanie Stack**

		<b>ITEM</b>
1		Mayor Doyle brought the meeting to order at 6:30pm
2		Minutes of April 8, 2024, were tabled. <b>Motion #89 Ed Dyke/ Rick Raymond</b> Proposed to accept minutes of April 8, 2024. All in favor, motion carried.
	<b>BUSINESS ARISING</b>	
3		#3 Dynamic Engineering is working on the final design work for the retaining wall. As the town was successful in acquiring the extra funding for this project, the loan amount to cover the 10% portion of this project will have to be increased. <b>Motion #90 Agatha Stack Balsom/Dave Balsom</b> Be it resolved that that the Town of Petty Harbour-Maddox Cove apply for a loan with the Canadian Imperial Bank of Commerce which will cover the cost of the town's 10% cost share for the Municipal Capital Works Project – Motion Bay Road Ext. – Water Main Protection 17-GI-22-00095 in the amount of <b>\$30, 628.00</b> . The fixed term of the loan will be 120 months. The loan amortization period will be 120 months. All in favor, motion carried.
4		#4 Proposed business at 10C Main Road, Petty Harbour. The town is seeking legal advice on this matter.
5		#10 The town has contacted the commissionaires to see if they have staff available this year for traffic enforcement.
6		#13 The Automatic Vehicle Location systems have been installed on both town vehicles.
7		#18 The guardrail by the mailboxes next to the ballfield in Maddox Cove should be repaired this week.
	<b>TONIGHT'S AGENDA</b>	
8		Blocked culvert on Cribbies Road. Denny Maher was present in chambers and had requested to speak on the matter. <b>Motion #91 Ed Dyke/Irene Stack</b> Proposed that Mayor Doyle and Stephanie Stack are in a conflict of interest when discussing this issue. All in favor, motion carried. Mayor Doyle and Stephanie Stack left chambers at 6:35pm. Mr. Denny Maher addressed council and noted that he had been in his home since 2007 with no issues with water until around 2022. He stated he felt the issue with the drain being blocked started when council constructed a swale further up from his property. He stated stone and slit is coming from this new swale into the ditch in front of his home causing it to block. He stated that he tried to dig the area to determine where the blockage was but only got about 6-8ft when he discovered an old, crushed culvert but could not find the end to the drain in front of his home. There was some discussion on digging out the culvert completely. There was also some discussion on what could be blocking the culvert and what direction the culvert is traveling (straight down parallel to the road or does it cross over the road). Council discussed starting to dig approximately 17ft down from Mr. Maher's driveway. Ther reason for starting at 17ft is that Afonso Group was down and placed a camera in the pipe and could only get down 17ft. Mr. Maher asked if council will put back the area in the same condition as it is now after they do the digging. Councillor Dyke noted that council will do what they can to restore the area but cannot guarantee it will go back exactly the same as it would depend on what they find once they dig. There was some discussion on replacing the culvert with a new culvert. It was noted that this cannot always be done due to the length and cost of replacing a culvert. There was some discussion on setting a precedent if the town replaces the culvert the full length of the area as they would not be able to do this for everyone. <b>Motion #92 Ed Dyke/Irene Stack</b> Proposed to start digging up to find the culvert approximately 17 feet from Mr.

		<p>Maher's driveway to see if the culvert can be located. Deputy Mayor Raymond, Councillor Stack, Councillor Dyke and Councillor Stack Balsom in favor. Councillor Balsom not in favor. Motion carried.</p> <p>Mayor Doyle and Stephanie Stack returned to chambers at 6:47pm.</p>
9		<p>Application to increase/expand business at 35A Southside Road - Petty Hr. Mini Aquarium (A2024-13). A revised parking plan was submitted to the town. Councillor Balsom noted that there is high foot traffic and vehicular traffic in the area. He noted that the area is also a working wharf. He stated that he does not agree with the expansion. Councillor Stack noted that she did like the concept of the expansion but stated she did have concerns over the potential for increased traffic. Councillor Dyke stated that the town had previous applications and required them to do a traffic study. He stated this is the same thing. Councillor Dyke also stated that this area is a working wharf and is very busy at times and does not feel that the parking is adequate. Councillor Stack Balsom noted that at times last year Southside Road was blocked off due to parking issues. She stated she does not agree with the expansion. Councillor Stack noted that she would like to see projections of increased visitors due to the expansion.</p> <p><b>Motion #93 Agatha Stack Balsom/Dave Balsom</b> Proposed to deny application to increase/expand business at 35A Southside Road - Petty Hr. Mini Aquarium (A2024-13). Deputy Mayor Raymond, Councillor Stack Balsom and Councillor Balsom in favor. Mayor Doyle, Councillor Stack and Councillor Dyke not in favor. Motion defeated.</p> <p><b>Motion #94 Irene Stack Balsom/Ed Dyke</b> Proposed to meet with the Mini Aquarium to discuss this application before the next meeting. Mayor Doyle, Deputy Mayor Raymond, Councillor Stack, Councillor Dyke and Councillor Stack Balsom in favor. Councillor Balsom not in favor. Motion carried.</p>
10		<p>Application to construct front deck at 10 O'Brien's Lane (A2024-15). The Inspections and Development Committee have inspected the area and signed off on the application.</p> <p><b>Motion #95 Ed Dyke/Rick Raymond</b> Proposed to approve the application to construct a front deck at 10 O'Brien's Lane (A2024-15). The railings must be 42" high to meet the National Building Code. All in favor, motion carried.</p>
11		<p>Application to construct a deck at 58 Southside Road (A2024-16). The Inspections and Development Committee have inspected the area and signed off on the application.</p> <p><b>Motion #96 Ed Dyke/Agatha Stack Balsom</b> Proposed to approve the application to construct a deck at 58 Southside Road (A2024-16). The railings must be 42" high to meet the National Building Code. All in favor, motion carried.</p>
12		<p>Application to film (A2024-18). The area where the film crew will be filming is on Cribbies Road by the Catholic cemetery. The filming will take place on April 29, 2024 for 1 day.</p> <p><b>Motion #97 Agatha Stack Balsom/Dave Balsom</b> Proposed to approve the application to film (A2024-18). All in favor, motion carried.</p>
13		<p>Proposed revision to "Application to Film" application. The CAO proposed to add a section that states that if there are road closures and/or traffic flow disruptions on the Main Road or Long Road Run the applicant must have prior approval from the Department of Transportation and Infrastructure.</p> <p><b>Motion #98 Irene Stack/Agatha Stack Balsom</b> Proposed to revise the to "Application to Film" application to add a section that states that if there are road closures and/or traffic flow disruptions on the Main Road or Long Road Run the applicant must have prior approval from the Department of Transportation and Infrastructure. All in favor, motion carried.</p>
14		<p>Request for donation for the St. Kevin's Scholarship Program.</p> <p><b>Motion #99 Agatha Stack Balsom/Rick Raymond</b> Proposed to approve ten \$100 scholarships for the St. Kevin's Scholarship Program. All in favor, motion carried.</p>
15		<p>2024 Insurance Coverage</p> <p>The town received an updated quote to increase the town's replacement cost limits on the town's buildings and equipment to avoid being underinsured. The premiums will increase by approximately \$4,578.00. The CAO noted that the town should have the replacement cost limits updated so that the town's properties are covered appropriately. It was noted that the town receives cost savings and procurement benefits with Cal LeGrow through the membership with Municipalities NL and</p>

		<p>Labrador.</p> <p><b>Motion #100 Ed Dyke/Irene Stack</b>  Proposed to increase the town's replacement cost limits on the town's buildings and equipment to avoid being underinsured. All in favor, motion carried.</p>
16		<p>Chrome Books  Councillor Stack noted that she has spoken to Triware Technologies and have come up with a solution to having multiple subscriptions for each Chrome book.  Councillor Stack noted that the town could have one \$8.00 month subscription that every councillor could use. She also noted that the town could try to source cheaper Chrome books than what was quoted from Triware. Councillor Stack will have all this information for the next meeting.</p>
17		<p>Letter regarding speed bump on Old Maddox Cove Road and making the road one-way. Mayor Doyle noted that maybe staff could look into this and make a recommendation to council. Deputy Mayor Raymond asked if the town only received 1 complaint with regard to this. It was noted that the town only received 1 complaint.</p> <p><b>Motion #101 Ed Dyke/Agatha Stack Balsom</b>  Proposed to place a "No Left Turn" sign at the bottom of Hamlyn Heights. Staff will monitor the area to see if a one-way road and a speed bump are required in the area. All in favor, motion carried.</p>
18		<p>Resignation – Councillor Burry  Councillor Burry resigned her position on council effective April 9, 2024. The CAO thanked Ms. Burry for her contribution to the town and wished her the best in her future endeavors.</p> <p><b>Motion #102 Ed Dyke/Irene Stack</b>  Proposed to hold Nomination Day on May 22, 2024 and hold the Election on June 4, 2024. All in favor, motion carried.</p>
19		<p>Request for donation from the RNC Association.</p> <p><b>Motion #103 Ed Dyke/Dave Balsom</b>  Proposed to decline the request for donation from the RNC Association as the email is from Campaign-office.com and not directly from the RNC Association. Also due to the fact that the RNC Association is a union, the town should not be donating to unions. All in favor, motion carried.</p>
20		<p>Canada Summer Jobs – Parking Attendant  The town received 1 Canada Summer Jobs for the Parking Attendant position. Last year the town received 2 positions. Councillor Dyke has been in contact with Minister Seamus O'Regan's office to see if the town can acquire the second position. Councillor Dyke will report back to council once he hears back from Minister O'Regan's office. Staff will move forward and advertise for the 1 parking attendant position.</p>
21		<p>Foreperson's Daily Log was tabled.</p> <p><b>Motion #104 Agatha Stack Balsom/Irene Stack</b>  Proposed to accept the Foreperson's Daily Log. All in favor, motion carried.</p>
22		<p>Expense claim for Sherry Maher in the amount of \$8.05 was tabled.</p> <p><b>Motion #105 Rick Raymond/Ed Dyke</b>  Proposed to pay expense claim for Sherry Maher in the amount of \$8.05. All in favor, motion carried.</p> <p>Expense claim for Stephanie Stack in the amount of \$20.00 was tabled.</p> <p><b>Motion #106 Agatha Stack Balsom/Irene Stack</b>  Proposed to pay expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.</p>
23		<p>Bills in the amount of \$21,282.08 were tabled.  Councillor Dyke stated that he would recommend paying the bills with the exception of only paying invoice #1508 for Dynamic Engineering in the amount of \$2,903.75. Invoice#1628 will be placed on hold until the CWP-Motion Bay Road Extension goes to tender.</p> <p><b>Motion # 107 Ed Dyke/Agatha Stack Balsom</b>  Proposed to revise the bills removing Invoice#1628 for Dynamic Engineering in the amount \$2,869.94 and to approve to pay the revised bills in the amount \$18,412.14. All in favor, motion carried.</p>
	<b>NEW BUSINESS</b>	
24		<p>Councillor Balsom noted that the town should put pressure on Dynamic Engineering to get the Capital Works Project – Motion Bay Road Extension out to tender as soon as possible.</p>

25		Councillor Dyke asked staff to send a letter/email to the Department Transportation and Infrastructure to have the guard rail in Maddox Cove across from Oceanview Boulevard repaired.
26		Councillor Dyke asked if the Mayor would send a letter to the Department Transportation and Infrastructure with regard to the deplorable condition of Long Run Road. Mayor Doyle stated that he would send a letter to the Department of Transportation and Infrastructure regarding this.
27		Councillor Stack noted that the AGM for the Development Corporation will take place on April 29, 2024, at the Community Centre. Mayor Doyle will preside over the election of officers.
28		Councillor Stack noted that a resident had a concern over alcoholic containers being discarded on Cribbies Road and the possible issue of drinking and driving. She stated that this will be on the agenda for the next meeting but wanted councillors to think over what can be done with regard to this. The CAO noted that the RNC have been contacted about this issue several times. The town even attended a meeting with the RNC and other municipalities to discuss these issues.
29		Councillor Stack Balsom asked if the drains in the community will be cleaned out soon. It was noted that this may be done when the part time employee is called back. Councillor Dyke asked if the CAO could find out when the part time employee was called back last year. It was also noted that there have been inquires about spring bulk garbage from residents. It was noted that council decided last year to have a fall bulk clean up instead of a spring bulk clean up as staff are very busy in the spring with spring projects and annual leave. Staff will send out a reminder to resident that there will be no Spring Clean up only a fall clean up. If any residents would like bulk pick up at this time they can do so for a fee.
30		Mayor Doyle asked Councillor Dyke if he had heard anything back from Councillor Ridgeley with regard to the proposed regional centre. Councillor Duke stated that there has been a lot of positive feedback, and he will follow-up on this.
31		The town received a letter from the resident of 6 Long Run Road stating that the town was responsible for plumbing issues she had due a water break in her area. The resident was asking the town to cover the cost for her to have those plumbing repairs completed. The resident presented a bill from the plumber in the amount of \$442.75. The CAO noted that the town foreman confirmed that the plumbing issue at 6 Long Run Road was caused by the town fixing the water break in the area and sand/gravel traveling up the resident's line cause plumbing issues. <b>Motion # 108 Ed Dyke/Irene Stack</b> Proposed that the town pay for the cost of the plumbing issues at 6 Long Run Road in the amount of \$442.75. All in favor, motion carried.
32		The town tabled the decision with regard to Appeal #15-006-087-013 between Fishing for Success and the Town of Petty Harbour-Maddox Cove. It was concluded by the adjudicator that the Town of Petty Harbour-Maddox Cove acted within the scope of their authority when they issued the removal order for a section of fence that fell within the two meters from the high-water mark of the river. The adjudicator ordered that the decision of the town of Petty Harbour-Maddox Cove is confirmed. The owner of 10D Main Road, Petty Harbour contacted the town to inform the town that the section of fence had been removed. Councillor Dyke noted that he inspected the area and the section of fence had been removed. <b>Motion # 109 Ed Dyke/Agatha Stack Balsom</b> Proposed to send a letter to Fishing for Succes and the owner of 10D Main Road, Petty Harbour informing them that they are now compliant with the towns removal order. All in favor, motion carried.
33		<b>Motion #110 Rick Raymond/Ed Dyke</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:47 pm.

Ron Doyle, Mayor \_\_\_\_\_

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