

**REGULAR MEETING**  
**TUESDAY JULY 2, 2024**  
**AGENDA**

1. Minutes of June 17, 2024 and June 26, 2024
2. Swearing in of new Councillor
3. Business Arising
4. Application to place armour stone at 2 Main Road, Maddox Cove (A2024-25)
5. Application to build extension to a deck at 27 Skinner's Hill (A2024-34)
6. Application to demolish portion of home at 2 Motion Bay Road Ext. (A2024-35)
7. Application to extend deck at 24 Old Maddox Cove Road (A2024-36)
8. Application to pave parking are at 1 Southside Road -The Stand General Store (A2024-38)
9. Application to pave driveway at 59 Main Road Maddox Cove (A2024-37)
10. Water meter at Peerless Fish
11. Quote for inspection on intake for water supply
12. Request for donation – Maya Kieley
13. Draft Social Media Policy for Committees of Council – Policy #34
14. Back-up camera for garbage truck
15. Daily Foreperson's Log
16. Expense Claims
17. Bills
18. New Business
19. Adjourn

**BILLS**  
**July 2, 2024**

CBS Rentals (Road Maintenance Expense)	\$692.88
Canoe (Office Supplies Expense)	\$186.29
Bennett's Home Hardware (Cleaning Supplies)	\$17.24
Bell Aliant (Telephone Expense)	\$658.38
Bidgood's (Office Expense)	\$24.38
First General (Insurance Expense)	\$1,418.69
Hi Tech Communications (Office Expense)	\$91.98
Meridian Engineering (CWP-Swales Professional Fees)	\$1,167.66
Printer Tech Solutions (Office Supplies Expense)	\$112.70
North Atlantic Supplies (Employee Clothing Expense)	\$231.38
Saltwire (Advertising Expense)	\$317.40
Work Authority (Employee Clothing Expense)	\$385.22
Rise and Shine Nursery (R&M Building Expense)	\$1,235.24
Triware Technologies (Office Expense)	\$80.50
MFB Trucking (Road Maintenance & Water Expense)	\$1,851.50
CIBC Mellon (Employee Pension Expense)	\$1,276.58
Stewart McKelvey (Professional Fees Expense)	<u>\$4,564.92</u>
TOTAL	\$14,312.97

**TOWN OF PETTY HARBOUR/MADDOX COVE**

**REGULAR MEETING**

**TUESDAY JULY 2, 2024**

**PRESENT: Ron Doyle, Rick Raymond, Agatha Stack Balsom, David Balsom, Kayla Parsons and Mandy Dinn**

**ABSENT: Ed Dyke and Irene Stack**

	<b>ITEM</b>
1	Mayor Doyle brought the meeting to order at 6:30pm.
2	Minutes of June 17, 2024, were tabled. <b>Motion #185 Agatha Stack-Balsom/ Dave Balsom</b> Proposed to accept minutes of June 17, 2024. All in favor, motion carried.  Minutes of June 26, 2024, were tabled. <b>Motion #186 Dave Balsom/ Agatha Stack-Balosl</b> Proposed to accept minutes of June 26, 2024. All in favor, motion carried.
3	Swearing in of new councillor, Kayla Parsons. Ms. Parsons read and signed her oath of office and was welcomed by council.
	<b>BUSINESS ARISING</b> Minutes of June 17, 2024
4	#5 Staff have notified the contractor that the quote has been accepted for the French drain on Cribbies Road.
5	#6 The residents of 97 Main Road had a meeting with the Minister of Transportation & Infrastructure regarding the issues around their home.
6	#20 Staff is waiting on hardware that was ordered to arrive for the installation of the speedbumps.
7	#11 The upgrades have been completed to the ballfield area.
	<b>TONIGHT'S AGENDA</b>
8	Application (A2024-25) to place armour stone at 2 Main Road, Maddox Cove. The Inspections and Development Committee inspected the area and signed off on the application. Approval is required from the Department of Environment as the development is along the coastline. <b>Motion # 187 Agatha Stack-Balsom/ Rick Raymond</b> Proposed to approve the application with the stipulation that a permit must be obtained from the Department of Environment before a permit will be issued from the town. All in favor, motion carried.
9	Application (A2024-34) to build an extension to deck at 27 Skinner's Hill. The Inspections & Development Committee inspected the area. They noted that there is an overhead powerline in the area. Permission would be required from NF Power to build in the area. <b>Motion # 188 Rick Raymond/ Dave Balsom</b> Proposed to approve the extension to deck in principle (A2024-34). The applicant must receive written permission from NF Power to build in the area before a permit is issued by the town. All in favor, motion carried.
10	Application (A2024-35) to demolish a portion of home at 2 Motion Bay Road Extension. The Inspections and Development Committee inspected the area and signed off on the application. <b>Motion # 189 Agatha Stack-Balsom/ Dave Balsom</b> Proposed that Deputy Mayor Raymond was in a conflict of interest. All in favor, motion carried. Deputy Mayor Raymond left chambers at 6:43pm. <b>Motion # 190 Dave Balsom/ Agatha Stack-Balsom</b> Proposed to approve the application to demolish a portion of the home at 2 Motion Bay Road Extension. All in favor, motion carried. Deputy Mayor Raymond returned to chambers at 6:44pm.
11	Application (A2024-36) to build an extension to deck at 24 Old Maddox Cove Road. The Inspections and Development Committee inspected the area and signed off on the application. <b>Motion # 191 Agatha Stack-Balsom/ Dave Balsom</b>

		Proposed to approve the application for an extension to deck at 24 Old Maddox Cove Road. All in favor, motion carried.
12		Application (A2024-38) to pave parking area at 1 Southside Road. The Inspections and Development Committee Inspected the area and signed off on the application. The applicant has received approval from the Department of Transportation & Infrastructure as the parking area fronts on Main Road. <b>Motion # 192 Agatha Stack-Balsom/ Dave Balsom</b> Proposed to approve application (A2024-38) to pave parking area at 1 Southside Road. All in favor, motion carried.
13		Application (A2024-37) to pave driveway at 59 Main Road, Maddox Cove. The Inspections and Development Committee Inspected the area and noted that the curb stop for 57 Main Road is in the applicant's driveway. The applicant noted in his application that he will not be allowing his driveway to be dug up for repairs once it is paved. <b>Motion #193 Dave Balsom/ Kayla Parsons</b> Proposed to send the resident of 57 Main Road, Maddox Cove a letter stating that he has to move the waterline connection. Council will expect a response from the owner of 57 Main Road, Maddox Cove by Monday July 8, 2024 at 4pm. Application A2024-37 will be deferred until the next meeting of council. All in favor, motion carried.
14		Water meter at Peerless Fish. It was noticed when staff obtained the meter reading that water was bypassing the meter which resulted in an extremely low meter reading for the last 6 months of usage. <b>Motion 194 Dave Balsom/ Rick Raymond</b> Proposed to invoice the water usage for 2024 to Peerless Fish by using the average of the last 3 years as per section 131 (4) of the Municipalities Act. Peerless will also be notified that they are to correct/repair the water meter immediately. All in favor, motion carried.
15		A quote was received in the amount of \$4,600 to have the water supply intake inspected. <b>Motion # 195 Agatha Stack-Balsom/ Dave Balsom</b> Proposed to add the inspection of the water supply intake to the 2025 budget. All in favor, motion carried.
16		Request for donation from Maya Kieley who will be travelling to Florida for Dance. <b>Motion # 196 Agatha Stack-Balsom/ Kayla Parsons</b> Proposed to donate \$100 as per the town's donation policy to Maya Kieley. All in favor, motion carried.
17		Policy #34 Social Media Policy for Committees of Council was presented. <b>Motion #197 Agatha Stack Balsom/ Dave Balsom</b> Proposed to approve the Policy #34 Social Media Policy for Committees of Council. All in favor, motion carried.
18		Back-up camera for garbage truck. Deputy Mayor Raymond asked if staff could get a quote on a back-up camera for the garbage truck. He noted that it would be safer to have one in such a large vehicle. Staff will get a quote on a back-up camera.
19		Foreperson's Daily Log. <b>Motion # 198 Agatha Stack-Balsom/ David Balsom</b> Proposed to accept the foreperson's daily log. All in favor, motion carried.
20		Expense claim in the amount of \$50.00 for Mandy Dinn. <b>Motion # 199 Rick Raymond/ Agatha Stack-Balsom</b> Proposed to approve expense claim for Mandy Dinn in the amount of \$50.00. All in favor, motion carried.
21		Bills in the amount of \$14,312.97. <b>Motion #200 Rick Raymond/ Agatha Stack-Balsom</b> Proposed to pay bills in the amount of \$14,312.97. All in favor, motion carried.
	<b>NEW BUSINESS</b>	
22		Councillor Balsom welcomed Councillor Parsons to council.
23		Councillor Stack Balsom asked if staff could keep a watch for any overnight parking at the lookout in Maddox Cove.

24		<p>Deputy Mayor Raymond advised council that work is being completed at 14 Big Hill Road without permits in place including excavation and a fence. Further to this, water runoff was diverted without permission from council.</p> <p><b>Motion #201 Rick Raymond/ Dave Balsom</b> Proposed to send a stop work order to the owner of 14 Big Hill Road advising them to stop all work immediately. All in favor, motion carried.</p> <p><b>Motion #202 Dave Balsom/ Kayla Parsons</b> Proposed to send an order to the owner of 14 Big Hill Road to have the water runoff drainage reinstated immediately. All in favor, motion carried.</p>
25		<p>The town received the tender evaluation that was performed by Dynamic Engineering for tenders received for Capital Works Project 17-GI-22-00095 Motion Bay Road Extension-Watermain Protection. 4 tenders were received as follows: Weir's Construction Ltd.- \$251,798.80 Coady Construction &amp; Excavation Ltd.- \$297,062.25 Dexter Construction Company Ltd.- \$366,818.38 Modern Paving Ltd.- 400,044.75</p> <p>The lowest compliant bid was Weir's Construction Ltd and is within the pre-tender estimate and total funding for the project.</p> <p><b>Motion # 203 Agatha Stack-Balsom/ Dave Balsom</b> Proposed to accept the bid from Weir's Construction Ltd. in the amount of \$251,798.80 for Capital Works Project 17-GI-22-00095 Motion Bay Road Extension-Watermain Protection. All in favor, motion carried.</p>
26		<p>The commissionaires advised the town that vehicles are parking and blocking the entrance to wharf by Tinker's. Staff will contact the Harbour Authority and ask that they install their no parking signage that they had in the area in previous years.</p>
27		<p>Request to have Roundup sprayed in the area of sewer outfall as Biomaxx has to get to the area for sewer sampling. Council would like to get a quote from EnviroMasters for a less harsh and more environmentally friendly substance to be sprayed. Staff will request a quote from EnviroMasters.</p>
28		<p><b>Motion #204 Rick Raymond/ Agatha Stack-Balsom</b> Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:25 pm.</p>

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

Mandy Dinn, Administrative Assistant \_\_\_\_\_