

REGULAR MEETING
MONDAY JUNE 3, 2024
AGENDA

1. Minutes of May 21, 2024
2. Business Arising
3. Request to place speed bump on Main Road Lane and to change the one-way direction of the road
4. Application to construct a deck and fence at 82 Southside Road (A2024-22)
5. Application to construct an armour stone retaining wall at 2 Main Road, Maddox Cove (A2024-25)
6. Application to construct a garage at 4 Motion Bay Road (A2024-26)
7. Application to construct a storage shed at 65 Motion Bay Road (A2024-27)
8. Request to place St. Joseph's Storyboard at community centre parking area
9. Request to replace "Caution - Autistic Child in Area" sign on Long Run Road
10. Petty Harbour-Maddox Cove Recreation upcoming events and request for funding
11. Appoint Commissionaires as the town's Municipal Enforcement Officers for the town
12. Request from the PHMC Heritage Museum Committee for a grant
13. Drain on Cribbies Road
14. Nomination and By-Election Date
15. Request for donation from the Mini Aquarium
16. Youth Ventures Program
17. Daily Foreperson's Log
18. Expense Claims
19. Bills
20. New Business
21. Adjourn

BILLS
June 3, 2024

Bennett's Home Hardware (Cleaning Supplies)	\$33.66
Cassie Rideout (Office Expense)	\$250.00
Bidgood's Wholesale (Office Exp.)	\$24.38
Bell Aliant (Telephone Exp.)	\$649.31
Brenntag (Water Infrastructure Exp.)	\$1,184.50
Hi-Tech Communications (Truck Exp.)	\$91.98
NF Power (Street Lights)	\$2,538.22
Sage Accounting (Office Exp.)	\$1,532.95
Rogers (Office Exp.)	\$91.92
Stewart McKelvey (Prof. Fees)	\$2,561.05
Triware (Office Exp.)	<u>\$80.50</u>
TOTAL	\$9,038.47

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY JUNE 3, 2024

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

		ITEM
1		Mayor Doyle brought the meeting to order at 6:33pm
2		Minutes of May 21, 2024, were tabled. Motion #141 Ed Dyke/Agatha Stack Balsom Proposed to accept minutes of May 21, 2024. All in favor, motion carried.
	BUSINESS ARISING	
3		#6 Councillor Dyke, the town foreman and the CAO met to discuss the asphalt repairs for 2024. There were two sections in Maddox Cove and a larger section on Southside Road. Councillor Dyke noted that one company has given council a really good price as they will be in the area doing other work for the town. Staff is still waiting on two more quotes for this work.
4		#8 Councillor Balsom noted that parking on Southside Road over the weekend was really bad. He suggested that the town get in touch with the Carton Loft operators and inform them that their clients are parking on the road and not in designated parking areas. Staff will send out a letter.
5		#19 The town received a quote for a new radar speed sign in the amount of \$5,155.00. It was noted that this amount of money is not in the town budget for signage. Staff will move the speed sign by Layden's Trucking down closer to the intersection of Main Road Maddox Cove and Motion Bay Road.
6		#25 The Harbour Authority sent an email to the town noting that the Petty Harbour Co-op will be placing some rock in the hole and filling it in with class A until they both figure out who owns the property.
	TONIGHT'S AGENDA	
8		Request to have speed bump placed on Main Road Lane and to change the one-way direction of the road. Notices were sent out to residents on Main Road Lane for comment about this request. The town received two letters and they were tabled. Mr. Leo Hearn was present in chambers to speak. Mr. Hearn noted that the traffic on this lane is a major concern. He stated that traffic is pulling off the Main Road onto the lane at high speeds. He noted that children are in the area and it is very dangerous. He asked if council could change the direction of the one way or make it a "No Zone". Councillor Balsom asked what the visibility would be like exiting onto the Main Road if the direction was changed. Mr. Hearn stated that he felt that it wouldn't be a problem as people would have to stop at the stop sign before exiting onto the Main Road. Deputy Mayor Raymond noted that if the direction was changed it should reduce traffic in the area. Motion #142 Ed Dyke/Rick Raymond Proposed to change the direction of the one-way street on Main Road Lane and to add a "Wrong Way" sign at the beginning of the road off Main Road. Staff will also send out a notice to residents of the change once completed. All in favor, motion carried.
9		Application to construct a deck and fence at 82 Southside Road (A2024-22). The Inspections and Development Committee inspected the area. Deputy Mayor Raymond was in a conflict when discussing this issue. Deputy Mayor Raymond left chambers at 6:54pm. Councillor Dyke noted that the Inspections and Development Committee have inspected the area a couple of times. At the last inspection, the Inspections and Development Committee marked the centre line of the road and noted that the fence should be 15ft from the centre line as per the fencing by-law. Motion #143 Ed Dyke/Dave Balsom Proposed to approve the application to construct a deck and fence at 82 Southside Road (A2024-22) with the stipulation that the fence be 15ft from the centre line of the road. All in favor, motion carried.

		Deputy Mayor Raymond returned at 6:56pm.
10		<p>Application to construct an armour stone retaining wall at 2 Main Road, Maddox Cove (A2024-25). The Inspections and Development Committee inspected the area. Councillor Dyke noted that the committee had no issue with the retaining wall as long as the applicant gets approval from the Department of Environment and Climate Change.</p> <p>Motion #144 Ed Dyke/Agatha Stack Balsom Proposed to approve the application to construct an armour stone retaining wall at 2 Main Road, Maddox Cove (A2024-25) with the stipulation that it is approved by the Department of Environment and Climate Change.</p> <p>Deputy Mayor Raymond noted that the work that is being proposed is not on the applicant's property. The correspondence from the Department of Environment and Climate Change states that the applicant must obtain a Crown Lands Title to construct anything outside his boundary.</p> <p>Councillor Dyke and Councillor Stack Balsom rescinded their motion to approve the application.</p> <p>Motion #145 Ed Dyke/Agatha Stack Balsom Proposed to defer the application until the town receives more information about the crown land title. All in favor, motion carried.</p>
11		<p>Application to construct a garage at 4 Motion Bay Road (A2024-26). The Inspections and Development Committee inspected the area and signed off on the application. The applicant meets the regulations for an accessory building in the residential zone.</p> <p>Motion #146 Ed Dyke/Irene Stack Proposed to approve the application to construct a garage at 4 Motion Bay Road (A2024-26). All in favor motion carried.</p>
12		<p>Application to construct a storage shed at 65 Motion Bay Road (A2024-27). The Inspections and Development Committee inspected the area and signed off on the application with the stipulation that the shed be 60" from the boundary line. Deputy Mayor Raymond inquired about the overall height of the building as it will be on a deck. Councillor Dyke noted that there were no issues with the height.</p> <p>Motion #147 Ed Dyke/Agatha Stack Balsom Proposed to approve a storage shed at 65 Motion Bay Road (A2024-27) with the stipulation that the shed be 60" from the boundary line. All in favor, motion carried.</p>
13		<p>Request to place St. Joseph's Storyboard at community centre parking lot. Councillor Dyke noted that he visited the area of the proposed location of the storyboard. He stated that he feels that it is a great idea and fully supports the initiative. He noted that council should get some feedback from Recreation regarding the proposed location of the storyboard. Council will schedule a site visit with Recreation and members from the storyboard committee.</p>
14		<p>Request to replace "Caution - Autistic Child in Area" sign on Long Run.</p> <p>Motion #148 Rick Raymond/Dave Balsom Proposed to approve to replace the sign on Long Run Road. Staff will check with the City of St. John's for the correct message on the sign. All in favor, motion carried.</p>
15		<p>Petty Harbour-Maddox Cove Recreation upcoming events and request for funding. Community Clean-Up The Recreation Commission is requesting the use of the Tourist Information Centre for the community clean-up on June 9 and for the town to supply the gloves and garbage bags for this event. Recreation will purchase the food, drinks and prizes. Recreation is also requesting town staff to pick up the garbage on the side of the roads on the day of the clean-up.</p> <p>Canada Day Celebrations Recreation is requesting the town cover half the cost of the expenses for Canada Day less the \$1,320.00 Canada Day Grant.</p> <p>Motion #149 Ed Dyke/Irene Stack Proposed that the town approve Recreation to use the Tourist Information Centre on June 9th, 2024 and to purchase garbage bags and gloves for the event. Council will also have staff available that day to pick up the garbage. Council will also approve to cover half the cost of the expenses for Canada Day less the \$1,320.00 Canada Day Grant. All in favor, motion carried.</p>
16		<p>Appoint Commissionaires as the town's Municipal Enforcement Officers for the town.</p>

		<p>Motion #150 Rick Raymond/Agath Stack Balsom Proposed to appoint the Commissionaires as the town's Municipal Enforcement Officers for 2024. All in favor, motion carried.</p>
17		<p>Request from the PHMC Heritage Museum Committee for a \$2000.00 grant. The museum's bank statements were also presented to council. Councillor Dyke noted that he agreed with this and noted that the town had budgeted for this.</p> <p>Motion #151 Ed Dyke/Agatha Stack Balsom Proposed to approve a \$2000.00 operational grant for the museum. All in favor, motion carried.</p>
18		<p>Drain on Cribbies Road Mayor Doyle and the CAO Stephanie Stack left chambers at 7:18pm due to a conflict of interest. Councillor Dyke, Councillor Raymond and the foreman visited the area. There was some discussion with regard to what needs to be done in this area. It was noted that a 24" culvert would not fit in this location due to rock in the area.</p> <p>Motion #152 Ed Dyke/Irene Stack Proposed to get pricing on a french drain in the area. All in favor, motion carried.</p>
19		<p>Nomination Day and By-Election Motion #153 Rick Raymond/Ed Dyke Proposed to hold Nomination Day on June 12, 2024 from 8:00am – 8:00pm and to hold Election Day on June 27, 2024. All in favor, motion carried.</p>
20		<p>Request for donation from the Mini Aquarium Motion #154 Rick Raymond/Dave Balsom Proposed to approve a donation for the Mini Aquarium in the amount of \$200.00. All in favor, motion carried.</p>
21		<p>Youth Ventures Program The Youth Ventures Program encourages, supports and promotes entrepreneurship as an alternative summer employment opportunity to students aged 12-29. The Youth Ventures Program is requesting council waive their requirements for permits and licenses for student summer businesses to make the business start-up process much less intimidating for young participants.</p> <p>Motion #155 Rick Raymond/Irene Stack Proposed to waive any permits or licenses for student summer businesses. All in favor, motion carried.</p>
22		<p>Foreperson's Daily Log was tabled. Motion #156 Rick Raymond/Dave Balsom Proposed to accept the Foreman's Daily Log. All in favor, motion carried.</p>
23		<p>Expense claim for Sherry Maher in the amount of \$38.01 was tabled. Motion #157 Ed Dyke/Rick Raymond Proposed to pay expense claim for Sherry Maher in the amount of \$38.01. All in favor, motion carried.</p> <p>Expense claim for Stephanie Stack in the amount of \$20.00 dated May 30th, 2024 was tabled. Motion #158 Agatha Stack Balsom/Ed Dyke Proposed to pay expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.</p> <p>Expense claim for Stephanie Stack in the amount of \$20.00 dated May 31, 2024 was tabled. Motion #159 Rick Raymond/Irene Stack Proposed to pay expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried.</p>
24		<p>Bills in the amount of \$9,038.47 were tabled. Motion # 160 Agatha Stack Balsom/Rick Raymond Proposed to approve the bills in the amount \$9,038.47. All in favor, motion carried.</p>
	NEW BUSINESS	
25		<p>Councillor Stack asked if there was an update on Capital Works Project Motion Bay Road Extension. It was noted that the design drawings from the town's engineer are with the engineer from the province for approval. Once this is received the project will be able to go out to tender.</p>
26		<p>Councillor Stack asked about the excavation at 99-105 Main Road, Petty Harbour.</p>

		She asked if work will be continuing or will the area be reinstated. Staff will send a letter to the owner for an update on the area.
27		Councillor Stack asked when the road sweeping and line painting will be happening. It was noted that staff normally has the paving completed before the sweeping and line painting.
28		Councillor Dyke noted that he has inspected a lot of the roads throughout the community and there is a lot of separation in the asphalt. He stated he spoke to a contractor that informed him that rubber patching works really good for these types of issues. Councillor Dyke stated that the town could look into purchasing this type of equipment for the town so that staff could complete this work. The CAO will have the foreman get pricing on this equipment.
29		Councillor Dyke noted that he attended a Sports Hall of Fame Induction on Saturday June 1, 2024 for Mark Stack. Councillor Dyke noted that it was a great ceremony and stated he was amazed with Mr. Stack's accomplishments at a young age. He wanted to congratulate Mark on behalf of the town and stated that council should place something in the next newsletter.
30		Councillor Balsom asked if anyone knew the last date the intake from the water supply was inspected. He stated that he was speaking to a driver that stated it was probably time for it to be inspected again. Staff will get pricing on this.
31		<p>Capital Works Project – 17-MCW-25-00047 Pressure Reducing Valve Station Upgrades</p> <p>The town was informed that they were successful with their application for funding for the Pressure Reducing Valve Station Upgrades in the amount of \$240,059.00.</p> <p>Motion #161 Ed Dyke/Irene Stack</p> <p>Be it resolved that the Town of Petty Harbour-Maddox Cove accept cost-shared funding as outlined in the Department of Transportation and Infrastructure approval letter dated May 29, 2024, Project # 17-MCW-25-00047 Pressure Reducing Valve Stations Upgrading with a total project value of \$240,059.00. Council agrees to provide their share value of \$21,769.00 in funding for this project and authorizes the Mayor and the CAO to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf on the Town of Petty Harbour-Maddox Cove. All in favor, motion carried.</p>
32		<p>Capital Works Project – Motion Bay Road Extension Phase 2 (Project#17-MCW-25-00048).</p> <p>The town was informed that they were successful with their application for funding for Motion Bay Road Extension Phase 2 in the amount of \$229,002.00.</p> <p>Motion #162 Agatha Stack Balsom/Dave Balsom</p> <p>Be it resolved that the Town of Petty Harbour-Maddox Cove accept cost-shared funding as outlined in the Department of Transportation and Infrastructure approval letter dated May 29, 2024, Project # 17-MCW-25-00048 Motion Bay Road Extension Phase 2 with a total project value of \$229,002.00. Council agrees to provide their share value of \$20,767.00 in funding for this project and authorizes the Mayor and the CAO to enter into a funding agreement with the Department of Transportation and Infrastructure on behalf on the Town of Petty Harbour-Maddox Cove. All in favor, motion carried.</p>
33		<p>Motion #163 Rick Raymond/Ed Dyke</p> <p>Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:50pm.</p>

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____