

REGULAR MEETING
MONDAY MAY 6, 2024
AGENDA

1. Minutes of April 23, 2024
2. Business Arising
3. Application to increase/expand business at 35A Southside Road - Petty Hr. Mini Aquarium (A2024-13)
4. Application to remove metal canopy and replace with wooden pergola at 52 Main Road (A2024-19)
5. Letter regarding garbage on Cribbies Road and drinking and driving problem in community
6. Letter regarding traffic mirror on Long Run Road
7. Chrome Books
8. Hold Back for snow clearing
9. Change Order - Capital Works Project Shore Lane Storm Runoff Remediation and Mitigation
10. Daily Foreperson's Log
11. Expense Claims
12. Bills
13. New Business
14. Adjourn

BILLS
May 6, 2024

Bennett's Home Hardware (Water Infrastructure Expense)	\$139.10
Bell Aliant (Telephone Exp.)	\$659.40
Cassie Rideout (Office Exp.)	\$200.00
Bidgood's (Office Exp.)	\$23.18
Canoe (Office Exp.)	\$60.94
Cal LeGrow (Insurance Exp.)	\$33,663.40
Central Cashiers (Snow Clearing Exp.)	\$17,903.87
CIBC (Postage Exp)	\$613.87
Emco (Water & Sewer Exp.)	\$878.89
Irving Oil Ltd. (Gas Exp.)	\$1,908.72
Impact Signs (Signage)	\$106.84
John Layden Trucking (Water & Sewer Exp. and Road Maintenance)	\$5,140.50
EnviroMasters (Lawn Care – 2023 invoices)	\$1,006.25
NF Power (Street Lighting)	\$2,522.44
Weir's Construction (Road Maintenance)	<u>\$570.40</u>
TOTAL	\$65,397.80

TOWN OF PETTY HARBOUR/MADDOX COVE

REGULAR MEETING

MONDAY MAY 6, 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 6:32pm
2	Minutes of April 23, 2024, were tabled. Motion #111 Agatha Stack Balsom/Ed Dyke Proposed to accept minutes of April 23, 2024. All in favor, motion carried.
	BUSINESS ARISING
3	#3 Staff have been trying to get in contact with Dynamic Engineering with regard to the final design work for the retaining wall. To date, the town has not heard back from Dynamic. Staff will call first thing tomorrow morning.
4	#6 The Automatic Vehicle Location System has been installed on both town vehicles and have been working well.
5	#20 Councillor Dyke noted that he was speaking to Seamus O'Regan's Office with regard to the second parking attendant position for the Canada Summer Jobs Program. Councillor Dyke stated that the town should hear something back in the next week and a half.
6	#26 Mayor Doyle has sent a letter to the Minister of Transportation and Infrastructure with regard to the deplorable condition of Long Run Road.
	TONIGHT'S AGENDA
7	<p>Application to increase/expand business at 35A Southside Road - Petty Hr. Mini Aquarium (A2024-13). Councillor Stack noted that Council met with the applicant on Tuesday May 30, 2024 to get some additional information with regard to parking and the concern over congestion in the area. Councillor Stack noted that she felt it was a very productive meeting. She stated the applicant noted that the goal for the expansion was not to increase the number of visitors to the mini aquarium but to enhance the experience for visitors to the aquarium. The 600 sq. ft. area will not house any tanks. It will house a virtual reality area and an area for teaching/programming. Councillor Stack noted that the applicant stated that he could only see an increase of approximately 7- 10 people per visit. Councillor Stack stated that the applicant is willing to place better signage in the area for parking and would inform guests of the available public parking in the town. Councillor Dyke also noted that the meeting was very informative and productive. Mayor Doyle noted that the applicant stated that he will try not to book the carton loft at the same time the mini aquarium is open, in order to reduce traffic in the area.</p> <p>Motion #112 Irene Stack/Agatha Stack Balsom Proposed to send out the application for the expansion to the public for comment. All in favor, motion carried.</p> <p>The mini aquarium also submitted a letter asking permission to start the inside renovations of the new expansion. This would allow them to spend the grant money they received that comes with a deadline of June 30th, 2024 for completion. It was noted by the applicant that the new exhibit area would not be open to the public, nor begin any commercial operations in the new space until they have received final approval from council on their business application. Deputy Mayor Raymond asked should it go to the public first before the expansion is permitted.</p> <p>Motion #113 Irene Stack/Ed Dyke Proposed to approve the interior construction of the expansion but no commercial operation can occur in the new expansion area without approval from council. All in favor, motion carried.</p>
8	<p>Application to remove metal canopy and replace with wooden pergola at 52 Main Road (A2024-19). Councillor Dyke noted that he inspected and signed off on the application.</p> <p>Motion #114 Ed Dyke/Agatha Stack Balsom Proposed to approve the application to remove metal canopy and replace with wooden pergola at 52 Main Road (A2024-19). All in favor, motion carried.</p>

9		<p>A letter regarding garbage on Cribbies Road and drinking and driving problem in the community was tabled. Councillor Dyke noted that the town could speak to the RNC with regard to additional patrols in the area but noted that there is not a whole lot more the town can do as the town does not have their own police force. Councillor Stack noted that it would be a good idea to contact the RNC again for extra patrols.</p> <p>Motion #115 Ed Dyke/Irene Stack Proposed to send a letter to the RNC for extra patrols in the area. All in favor, motion carried.</p>
10		<p>A letter regarding a traffic mirror to be placed on Long Run Road was tabled. It was noted that a mirror was placed in this area before but strong winds blew down the mirror and damaged it. It was noted that possibly the Department of Transportation and Infrastructure could place a sign in the area for hidden/blind intersection.</p> <p>Motion #116 Ed Dyke/Irene Stack Proposed to send a letter to the Department of Transportation and Infrastructure requesting a hidden/blind intersection sign in the area. Staff will get a quote on a new mirror for Long Run Road and bring it forward to council for review. All in favor, motion carried.</p>
11		<p>Chrome Books Councillor Stack noted she has reviewed the quotes with Triware and has investigated a couple of cheaper Chrome Books that the town could possibly order that would be more budget friendly. She noted that the town could get one (1) login with Microsoft Office for \$11.00 per month. The CAO noted that the town needs to move forward with all council members having their own "town" email and not personal emails. This cannot be done with 1 subscription. Councillor Stack noted that for everyone to have their own access it would be \$6.40 each per month plus a set up fee of approximately \$1000.00. Councillor Dyke noted that the town needs to try to reduce the paper usage.</p> <p>Motion #117 Ed Dyke/Irene Stack Proposed to purchase seven (7) - Acer 11.6 Touch Rugged Chromebooks in the amount of \$299.00 each and to have 7 subscriptions so that each councillor will have their own town email. All in favor, motion carried.</p>
12		<p>Hold Back for Snow Clearing Contract Councillor Balsom noted that there is a lot of gravel pushed onto some areas throughout the town such as Cribbies Road by the former St. Joseph's church property and Church Lane. He asked if the contractor would be responsible for this. Staff will check with the foreman and get back to council.</p>
13		<p>Change Order – Capital Works Project Shore Lane Storm Runoff Remediation and Mitigation 17-GI-24-00003 It was noted by the engineering firm (EWnglobe Corp.) that there may be more inspection hours required due to the ongoing issues with this project. The engineering firm noted that an additional 80hrs of inspections hours at a cost of \$4,800.00 would be required to properly oversee the project. These funds will hopefully be covered under the surplus funding for this project.</p> <p>Motion #118 Ed Dyke/Agatha Stack Balsom Proposed to request a change order for the Capital Works Project Shore Lane Storm Runoff Remediation and Mitigation 17-GI-24-00003 to increase the inspections hours for this project by 80hrs in the amount of \$4,800.00. All in favor, motion carried.</p>
14		<p>Foreperson's Daily Log was tabled. Motion #119 Agatha Stack Balsom/Rick Raymond Proposed to accept the Foreperson's Daily Log. All in favor, motion carried.</p>
15		<p>Expense claim for Stephanie Stack in the amount of \$20.00 was tabled. Motion #120 Ed Dyke/Rick Raymond Proposed to pay expense claim for Stephanie Stack in the amount of \$20.00. All in favor, motion carried</p>
16		<p>Bills in the amount of \$65,397.80 were tabled. Motion # 121 Rick Raymond/Agatha Stack Balsom Proposed to approve the bills in the amount \$65,397.80. All in favor, motion carried.</p>
	NEW BUSINESS	
17		<p>Councillor Stack noted that the Development Corporation had their AGM on April 29, 2024. She noted that there were no changes to the committee. The committee still consists of 4 members. The Development Corporation are still actively trying to recruit new members. Councillor Stack stated that the Corporation still has some funds in their account originally air marked for a swing set at Cribbies Park. These</p>

		funds will not be used for a swing set due to the rise in cost of the equipment. Instead, these funds will be used to upgrade some planters in the park. Councillor Stack also stated that the Corporation also has approximately \$500.00 from a TD grant that they will be using for maintenance at Cribbies Park.
18		Councillor Stack asked if staff could see if there is anything they require in tools...etc that they may need now that the weather is getting better and the town will be gearing up for summer maintenance and beatification. The CAO will check with staff on this.
19		Councillor Dyke asked if council could send a letter to the owner of a vehicle that has been parked at 28 Main Road, Petty Harbour that is derelict. Staff will send a letter to the owner.
20		It was noted that the Inspection and Development Committee will soon be going around to see what asphalt can be repaired in the upcoming season.
21		It was noted that council will be having a meeting on Shore Lane on Tuesday May 7, 2024 at 6:00pm with some concerned residents.
22		Mayor Doyle noted that he will be attending a Peace Keepers Ceremony on behalf of the town on Wednesday May 15, 2024.
23		It was noted that the St. Kevin's Scholarship Ceremony will be taking place on June 18, 2024. Councillor Dyke stated that he would attend if they required someone to present the scholarships. Staff will check into this.
24		Motion #122 Rick Raymond/Ed Dyke Proposed meeting be adjourned. All in favor, motion carried. Meeting adjourned at 7:19 pm.

Ron Doyle, Mayor _____

Stephanie Stack, Chief Administrative Officer _____