

this was for his brother. Deputy Mayor O'Grady left the meeting.

Motion 18-154 R. Noel / D. Kennedy

Resolved to approve the list of permit # 8272 as per applications received and in accordance with the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 5; Opposed 0; **Carried**

Deputy Mayor O'Grady was called back into the meeting.

Motion 18-155 D. Doyle / A. Hulan

Resolved to approve the list of permits # 8064, 8070, 8238, 8263-8271, 8273, 8276, 8280, 8282-8287, 8290-8292, 8294-8295 as per applications received and in accordance with the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 6; Opposed 0; **Carried**

5.1 Correspondence, requiring Council's decision
None listed.

5.2 Correspondence received and action taken
Deputy Mayor summarized the following correspondence received and action taken:

- a) NL Public Health Laboratory, Test results of water samples collected on June 4, 2018 at Rusted Place, TC Square Mall, Department of Justice, 143 Columbus Drive, Bemister's Hill and on May 22, 2018 at 143 Columbus Drive, TC Square Mall, Department of Justice and Bemister's Hill. Results marked satisfactory. Placed on file.
- b) Trinity Conception Placentia Health Foundation
RE: 19th Annual Golf Tournament fund-raiser
Forwarded to Finance and Administration committee
- c) Individual inquiry on Animal Regulations
Forwarded to Public Works, Waste Management and Community Services committee
- d) Property owners, Bunker Hill
RE: Water quality concerns and installation of a flushing hydrant
Forwarded to Public Works, Waste Management and Community Services committee
- e) Property owner, Valley Road
RE: water run off
Forwarded to Public Works, Waste Management and Community Services committee
- f) Individual regarding vehicle damage claim
Forwarded to Public Works, Waste Management and Community Services committee
- g) Proposed developer, Highroad North
RE: water and sewer

- Forwarded to Public Works, Waste Management and Community Services committee and the Development committee
- h) Kids Eat Smart Foundation Registration form
RE: Radioathon on Tuesday, November 8
Forwarded to Finance and Administration committee
- i) U14, Boys NL Selects team (2 donation requests)
RE: Request for donation
Forwarded to Finance and Administration committee
- j) Individual request for a letter of greetings from the Town of Carbonear to a former resident of the Town
Forwarded to Finance and Administration committee
- k) Professional Municipal Administrators
RE: Convention Recap new PMA Board of Director, Long Service Award Recipients 2018)
Town Clerk, Cathy Somers received a certificate for 20 Years of Service
- l) Marine Safety, Transport Canada / Office of Boating Safety
RE: Presentation, Tuesday, June 25th at 7pm, Ground Search and Rescue Building in Bay Roberts
Copied to Chief Administrative Officer, Department Heads and the Fire Chief
- m) Property Owner, Patrick Street
RE: Request for repair to the shoulder of the road
Forwarded to Public Works, Waste Management and Community Services Committee
- n) Newfoundland Power
RE: LED Street and Area Lighting Proposal
Forwarded to Chief Administrative Officer, Director of Operations & Public Works

6. Committee Reports

- a) Finance and Administration
Councillor Noel reviewed the following from the June 20, 2018 Finance & Administration Committee:
- EDTO position
Interviews were conducted on June 13. A recommendation will be made once references have been contacted.
 - Fox Farm Campground Agreement Update
Agreement has not yet been signed by Mr. Dakins. CAO to follow up on the matter.
 - Recycling / Education Promotional items
A sample of the reusable tote bag was reviewed. The Committee was satisfied with the quality. A reusable bag will be placed in each resident mailbox as an incentive to encourage residents to think about the environment by discontinuing the use of plastic bags.

Motion 18-156**R. Noel / D. Doyle**

Resolved to purchase 2000 Custom Foldable Reusable Non-woven bag from Add Printing & Packing at a cost of \$2,980 plus HST.

Favour 6; Opposed 0; **Carried**

- Tax incentives property owners Water Street
Committee reviewed a Heritage Financial Incentive Program from the City of St. John's. This is a program to defray some of the development cost associated with maintaining and conserving municipal designated Heritage buildings and buildings in the Heritage Zone. Once the criteria is adopted, any property owners in the Heritage area that obtained permits since January 2018 and meet the criteria of the program would be notified of the tax incentive if they are interested in applying. The CAO will draft the policy guidelines for committee review.
- Drug and Alcohol Policy
Forwarded to lawyer, no response received yet. Policy development is still under review.
- Junior Miss NL Pageant, Request for donation
Councillor Jenkins declared a conflict of interest on this matter, as the request was received from his daughter. Councillor Jenkins then left the meeting. Reviewed.

Motion 18-157**R. Noel / D. Doyle**

Resolved to approve a donation in the amount of \$200 to the Junior Miss NL Pageant taking place at the Princess Sheila NaGeira Theatre on September 16, 2018.

Favour 5; Opposed 0; **Carried**

Councillor Jenkins was called back into the meeting.

- U14 Boys NL Select, requests for donations for provincial team traveling to Stouffville, ON for national fast pitch championship in August.
It was felt that these requests are not in accordance with the donation policy. *The committee does not recommend approval of the request.*
- Wesley Rowe, Request for letter of greetings to General Brian Peddle and Commissioner Rosalie Peddle
Commissioner Peddle has been elected by the Territorial Leaders of the Salvation Army from 130 countries for the top position of General of the Salvation Army. General elect Brian Peddle and his wife Commissioner Rosalie Peddle (of Carbonear) will assume office on August 2, 2018. Mr. Rowe will be travelling to London for the official welcome and dedication ceremony. *The committee recommends the Town provide a letter of greetings acknowledging this accomplishment.*
- TCP Health Foundation Annual Golf Tournament Fundraiser
Request for donation
The Town of Carbonear contributes \$1,000 annually to the TCP Health Foundation Telethon. *The committee does not recommend participating in the golf fundraiser.* This will be relayed to the organizers.
- Human Resources internal placements,
One of the existing seasonal employees moved in to the Fulltime Labour Position that was advertised internally.
- ICSP still under review.

b) Development

Councillor Doyle noted the Committee met on June 14, 2018
Reviewed some Business Arising from Previous Minutes

- Town map – committee was not satisfied with the template of the Town map. Further review is necessary.
- Town website
The website developer is populating the information into the website. A draft will be forwarded when available.
- Communication with company hired to complete an economic development package for the CBN Joint Council.
- The Town received correspondence from Water Resources Management Division in relation to an inquiry on Little Flings Pond and whether it flowed into the watershed. Water Resources Management Division will be keeping Little Flings Pond inside the Protected Water Supply Area boundary as it is in their opinion that it drains/and or has potential to drain towards the communities drinking water intake pond.
- Development Applications for Review
Several Development Applications were reviewed.
Some development applications require additional information and investigation, and some are not recommended for approval as they do not meet the requirements of the Development Regulations.
A motion is recommended for approval of several applications.

Motion 18-158

D. Doyle / V. Jenkins

Resolved to approve the following applications in accordance with applications submitted, the Town of Carbonear Municipal Plan and Development Regulations, other regulations and policies and other conditions as specified:

- *43 Valley Road - Operate a home based business (Power Wash Services) from 43 Valley Road provided no objections or representations are received from the discretionary use advertisement in the local paper;*
- *36 Lemarchant Street - To construct a patio at ground level per Discretionary Powers of Authority in Section 10 of the Development Regulations;*
- *57 Irishtown Road – to construct a wheelchair ramp per Discretionary Powers of Authority in Section 10 of the Development Regulations;*
- *196 Water Street - To construct a loading dock;*
- *22 Bunker Hill - To replace/repair fence at the location specified in the development application;*
- *142 Valley Road - To construct fence in accordance with application submitted.*

Favour 6; Opposed 0; **Carried**

- Committee reviewed the MEO Report

Written correspondence will be sent to several of the property owners identified, and these properties will continue to be monitored.

The following motion is recommended for a removal order to be issued:

Motion 18-159

D. Doyle / R. Noel

Resolved to send an order to remove a garage that was constructed without the required permit from Council situate at 44 Cole's Lane.

Favour 6; Opposed 0; **Carried**

c) Public Works, Waste Management & Community Services

Councillor Jenkins noted the following from the June 20th

Committee meeting:

- Committee reviewed a list of asphalt project being considered for 2018. The remaining members of Council to review the listing as well.
- Tree Assessment
Committee is following up with Green Leaf Resources on the proposed work to be completed.
- Retaining wall – Southside Lower Road
Material has been ordered. Work will commence when the materials are received.
- Some guide rail and ditching is being completed.
- Request for culvert installation is being worked out with property owner.
- MEO Report / Update
Several properties are being reviewed by the MEO regarding clean up, renovations/repairs, and other violations.
These properties will continue to be monitored until the appropriate action has been carried out by the property owners.

The following motion is recommended:

Motion 18-160

V. Jenkins / A. Hulan

Resolved to send an order to property situate 212-216 Water as per section 404(1f) of the Municipalities Act where building(s) is in a dilapidated state to complete repair or renovations or removal of the building(s).

Favour 6; Opposed 0; **Carried**

- Some sand and gravel to be cleaned up in the Water Street east area.
- Claim for vehicle damage is being processed.
- London Road – mailbox area, west end of London Road, landscaping to be completed in the area.

d) Recreation, Special Events, Culture & Tourism

Councillor Noel noted that the Committee met June 19th. He reviewed the following items from the meeting:

- Change room for disabled persons
The Director of Recreation visited the facilities in St. John's and Mount Pearl and per discussion with staff at the facilities; the co-ed washroom is

working well at these facilities and would be the best option for the Carbonear pool. Drawings will be completed for the co-ed washroom plan.

- Lighting around the boardwalk
A solar powered globe light and pole at the corner of the boardwalk is recommended to be purchased at a cost not to \$1,000. This is for the section of boardwalk at the end of the parking lot heading towards the CNA since this area receives limited light from the parking lot.
- Tidy Town sign – The Director of Recreation is confirming the dates for inclusion on the new sign. The sign installation will then be scheduled.
- Pool fees
The committee felt a rate increase of \$55 per hour for the Poseidon Swim Team was reasonable and will be put into effect in September. *The committee recommends the Director discuss the fee increase with the swim team to allow them time to prepare for the increase.*
- Field fees – User Group Liability insurance
The Director reviewed a form / rental agreement developed for completion by users groups recommending user group on liability insurance. The committee was satisfied with the form and *recommends the Director have the form signed by groups using the facilities.*
- Recreation Commission
The committee recommends the Town complete an advertisement to recruit new members for the Recreation Commission. The committee also suggested the Director contact representatives of the local school to encourage partnerships between the commission and school.
- Enabling Accessibility Fund
The EAF provides funding for capital projects for construction, renovations and or retrofit activities in workplaces to increase accessibility for people with disabilities in the work place and community. The committee recommends an investigation of town facilities (Regional Community Centre, Pool, etc.) as a whole to determine which renovations are required to increase accessibility. The upper gate by the ball field will be moved back to allow room for a wheelchair accessibility. The gates will be locked using chains and a set of keys will be provided to users groups.
- Train car
Further investigation and consultation will be completed to determine what will be done with the train car. The train car will be closed off to the public with signage prohibiting access to the structure.
- Canada Day Family Fireworks
There was some discussion on the location of the Canada Day Family Works display. The Special Events committee received feedback from several residents last year requesting the fireworks display take place in the downtown area. The committee consulted with the Fire Chief on other possible locations. The Fire Chief advised the food fishery was taking place during that time and expressed concerns of that location due to

open boats that may contain gas containers. The area near the boardwalk was also not recommended due to the close proximity to the boardwalk and cars being parked along the beach area. It was felt the safest location would be the recreation complex.

- Southside Basketball net
The damaged basketball has been removed from the Southside playground and a new basketball net has been ordered and will be put in place once it arrives.
- Summer programming update
Registration for the summer program starts this week. Student hiring has been complete with priority given to post secondary students. The age groups for the summer program are 5-12. A week long summer camp for kids aged 11-12 is also being considered.
- Council received an inquiry if council would consider granting approval to park an older style diesel boat behind the Rorke Store building. The committee did not recommend approval and advised the individual to contact the Harbour Authority.

7. Reports of Chief Administrative Officer and Department Heads

a) Chief Administrative Officer

CAO noted that she previously distributed a copy of the Financial Report to council. The revenue is currently under budget, however there will be other taxes levied throughout the remainder of the year for new construction and there is a sufficient contingency to cover the existing revenue shortfall. There are no areas of concern at this time. Any questions can be addressed to the CAO.

b) Director of Recreation

Director of Recreation reviewed the following from his report with Council:

Pool & Rec Maintenance

- 1.) Both new playstructures have been completed and all playgrounds are now open and operational.
- 2.) New Tractor has arrived. Has been in operation and staff are getting used to new implements on machine.

Financial & Program Analysis

	<u>2018</u>	<u>2017</u>
1.) Pool Revenue (less HST)	\$133,669.08	\$127,223.17
2.) Lesson Registration	893	812
3.) Pool Visitation	18,191	16,133

Programs & Grants

- 1.) All summer positions have been filled. Summer Program Staff started this week with some hours for orientation and preparation for camp to begin next week, Monday, July 2nd, in full swing. All other positions will begin next week.
- 2.) Application for provincial students has been made. Applied for post-secondary and high school positions. Waiting to hear on approvals.

- 3.) Planning for all Summer events is going well. Canada Day Concert, June 30th is advertised and should be a good show. Family activities and Fireworks on Sunday July 1st at recreation complex. Triathlon, Sunday, July 15th, registration is started and a good response so far. We have added an event to the triathlon this year called Try a Tri. Focused on youth from ages 13 as well as any adult who would like to give it a try for the 1st time. Summer Program Registration started today and camp will begin on Monday, July 2nd.

There are lots of things happening at Paddy's Garden again this summer.

- Thomas Amusements July 4th - 8th
- Relic Riders Show and Shine August 4th weekend
- Legendary Car Club August 18th weekend

CAO also mentioned that the town is completing an extension to the boardwalk to connect with the parking lot to the east of the new Town Depot.

Director of Recreation also noted that there are three softball players that have been named to the U14 provincial softball team that will travel and compete at a national competition. Congratulations to those that were named to the team.

8. Finance

- a) Operating Invoices over \$2,000.00 totaling..... \$35,780.78

Motion 18-161 R. Noel / A. Hulan

Resolved that the Town of Carbonear approve for payment the list of operating invoices as submitted totaling \$35,780.78.

Favour 6; Opposed 0; **Carried**

- b) Capital Invoices:

Equipment Purchases

NL Kubota, Invoice #30671, New Tractor-Parks & Rec.	\$54,941.25
<u>Street Upgrading & Paving (2017, Part A – Water Street Beach, PN 17-117)</u>	
Farrell's Excavating Ltd, Payment Claim Number 3.....	\$6,473.90
<u>Street Upgrading & Paving (2017, various areas, Part B-G, PN 17-117)</u>	
Valley Road, Fox Farm Road Intersection, Ash Avenue, Across the Doors, Rusted Place, Town Depot Paving, Howell's Lane, Harrington's Lane, Power Heights	
Farrell's Excavating Ltd, Payment Claim Number 3.....	\$70,907.50
<u>Water & Sewer, Rusted Place (PN 18-101)</u>	
Shaw Ventures Company Ltd, Payment Claim Number 1.....	\$86,880.87
Total Capital Works Project Invoices.....	<u>\$219,203.52</u>

Motion 18-162 R. Noel / D. Kennedy

Resolved that the Town of Carbonear approve for payment the list of capital invoices as submitted totaling \$219,203.52.

Favour 6; Opposed 0; **Carried**

9. Regulations

None listed.

10. New Business

- Councillor Kennedy thanked the Legion for their work in recognizing those who served our country and acknowledged the great job in placing the banners from the beach down to Hr. Rock Hill. Also thanked the Fire Department for volunteering to place the banners.
- Deputy Mayor O'Grady noted we have our Multiculturalism Day event in the lobby tonight at 6pm.
- Council congratulated all Carbonear Collegiate graduates who will be celebrating their graduation prom on Thursday of this week.
- Memorial Day Parade and Service of Remembrance will be held on Sunday, July 1, with the parade starting at the 10:30am from the Civic Centre parking lot and the service begins at 10:50am at the War Memorial.
- Special Events concert will take place on Paddy's Garden on June 30.

11. Notices of Motion

No notices of motions were filed.

12. Adjournment

Motion 18-163

V. Jenkins / A. Hulan

Resolved that the meeting adjourn at 5:44 p.m. and the next meetings for July and August will be at the call of the chair.

Deputy Mayor O'Grady

Cathy Somers, Town Clerk