

Town of Carbonear
Regular Council Meeting, November 27, 2018
Minutes of a regular meeting of the Council of the Town of Carbonear
Held in Council Chambers, November 27th, 2018 at 5:30pm

Members Present: Deputy Mayor Chris O'Grady
 Councillors Danielle Doyle
 Vic Jenkins
 David Kennedy

Members Absent: Mayor Frank Butt
 Councillor Ray Noel
 Amanda Hulan

Also Present: CAO Cynthia Davis
 Town Clerk Cathy Somers
 Director of Operations
 & Public Works Brian O'Grady
 EDTO Kerri Abbott

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1. Calling of Meeting to Order
 Deputy Mayor O'Grady called the meeting to order at 5:33pm.

 - 2.1 Adoption of the Agenda for November 27, 2018 Regular Meeting
 Motion 18-288 D. Doyle / V. Jenkins
 Resolved to adopt the agenda as presented for the November 27, 2018 Regular Meeting of Council.
 Favour 4; Opposed 0; **Carried**

 - 2.2 Adoption of the minutes
 - a) Regular Meeting – November 13, 2018
 Motion 18-289 V. Jenkins / D. Doyle
 Resolved that the minutes of the November 13, 2018 Regular meeting of Council be adopted as presented.
 Favour 4; Opposed 0; **Carried**

 3. Business Arising From Minutes
 No business arising.

 4. Delegations
 No delegations present

 5. Correspondence, Permits & Development
 - a) Permit Listing # 8502-8505

Councillor Doyle asked Council to review the listing to determine if anyone was in conflict of interest on any of the permits listed.

Motion 18-290 D. Doyle / V. Jenkins

Resolved to approve the list of permits # 8502 – 8505 as per applications received and in accordance with the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 4; Opposed 0; **Carried**

5.1 Correspondence, requiring Council's decision

a) Empower, the disability resource centre

RE: December 3, International Day of Person with Disabilities Proclamation to be signed.

Motion 18-291 D. Kennedy / D. Doyle

WHEREAS, *the United Nations has proclaimed December 3 as International Day of Persons with Disabilities and the theme for 2018 is "Empowering persons with disabilities and ensuring inclusiveness and equality."*

WHEREAS, *Independent Living represents inclusion, consumer decision making, the right to have and make choices and the right to take risks,*

WHEREAS, *all people have the right to live in conditions of dignity, respect and peace,*

WHEREAS, *the City of Carbonear, in collaboration with organizations of people with disabilities, continues to demonstrate its commitment to ensuring that people with disabilities can exercise their civic, political, social and cultural rights,*

WHEREAS, *the Independent Living movement and the work of Empower, The Disability Resource Centre adds tremendous value to our community,*

NOW, THEREFORE, *I, Chris O'Grady, Deputy Mayor of the Town of Carbonear, do hereby proclaim December 3, 2018, as International Day of Persons with Disabilities in the Town of Carbonear.*

Favour 4; Opposed 0; **Carried**

Deputy Mayor O'Grady advised that there is an event schedule at the at TC Square on Dec. 3.

b) Water, Sewer, Street Upgrading – Part C, Tyre's Drung

17-CWWF-17-00027 – Change order in the amount of \$44,791.70

RE: scope of work revised to include placement of additional lift of asphalt in the next construction season and the inclusion of driveway culverts that had to be replaced once excavated due to deterioration.

Motion 18-292 V. Jenkins / D. Doyle

Resolved that the Town of Carbonear approve a change order in the amount of \$44,791.70 for the Water, Sewer, Street Upgrading Project – Part C, Tyre's Drung, Project # 17-CWWF-17-00027 to include placement of an

additional lift of asphalt in the next construction season and the inclusion of driveway culverts to be replaced once excavated due to deterioration.
Favour 4; Opposed 0; **Carried**

5.2 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

- a) Department of Municipal Affairs and Environment
Fire & Emergency Services on training sessions for Fire Chiefs and Training Officers only on Operation 2020, Thursday, November 29.
Copied to the Fire Department.
- b) Health & Community Services
RE: Community Awareness Sessions, Non-Medical Cannabis and Youth session on December 3 @ the Splash Centre from 7-9 pm and funding opportunity for the 2018-2019 Community Addictions Prevention and Mental Health Promotion Fund Program.
Forwarded to Council and the Finance and Administration committee
- c) Property owner, Columbus Drive
Request to rezone property
Forwarded to Development committee
- d) Newfoundland & Labrador Construction Association
Membership application
Forwarded to the CAO
- e) Community Sector Council
RE: Regional discussion about nonprofit organizations taking place on November 21 from 9:45 to 1pm at the Knights of Columbus
Copied to Council
- f) CBDC Trinity Conception
Invitation to attend the annual Christmas Reception on Thursday, December 13 from 3-5 pm at the Dildo Brewery
Copied to Council
- g) Hospitality Newfoundland and Labrador
RE: Tourism Excellence Awards, Deadline for submission November 30
Copied to CAO, EDTO and the Recreation, Special Events, Culture & Tourism committee
- h) Canada Revenue Agency
RE: Community Volunteer Income Tax Program 2018-2019
The information to be shared on social media, copied to CAO.
- i) Stringray, KIXX Country
RE: Christmas greetings
Forwarded to the Finance and Administration committee
- j) Department of Tourism, Culture, Industry and Innovation, Tourism Marketing, RE: NL Tourism Operator Portal Launch.
Forwarded to the Recreation, Special Events, Culture & Tourism committee
- k) Eastern Regional Wellness Coalition

RE: Funding approved in the amount of \$610 for fall sessions for seniors.
Forwarded to the Recreation, Special Events, Culture & Tourism committee

- l) Government of Canada
2019 Prime Minister's Awards, Nominate an exceptional educator.
Copied to Council and staff.
- m) Department of Environment and Climate Change Canada
RE: Important information concerning chlorinated effluent discharges from drinking water treatment facilities and the Fisheries Act
Copied to the CAO and the Director of Operations & Public Works

6. Committee Reports

a) Development

Councillor Doyle advised that the Development Committee met on November 15.

Councillor Doyle noted the following that was reviewed by the Committee in that meeting:

- Town website – Nearly done, hoping to launch before Christmas.
- Update on Paving of Canada Place
Pavement is scheduled to be completed this fall.
- Draft Sign Regulations – Received from Planner, forwarded to committee for review.
- Street Name – New commercial street off Columbus Drive
Council has recommended a street name for the main street intersecting with Columbus Drive for the new commercial sub-division off Columbus Drive..
- Offer to purchase 44-47 Goff Avenue
The CAO will respond to the offer that was received to advise that Council does not accept the offer to purchase. .
- Road to Hotel
The CAO will contact the property owner who the developer is negotiating with to discuss the matter. The Town is hoping that the developer and the property owner can negotiate a settlement.
- Development off Powell Drive/Goff Avenue
It was reported that Council will accept the site drawing of the new proposed development as compliant with the Development Agreement which includes the combination of the parcel of land sold by the town and the parcel recently purchased that fronts on Powell Drive as submitted by the developer to construct a new garage.
- Several Development applications were reviewed and the following motions are being recommended:

Motion 18-293 D. Doyle / V. Jenkins

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

- *179 Water Street to operate a specialty coffee café*

conditional upon obtaining applicable approvals from the Service NL and/or other applicable government departments and agencies.

- *117 Columbus Drive to operate an insurance business conditional upon obtaining applicable approvals from the Service NL and/or other applicable government departments and agencies and further condition upon receiving no objections to the discretionary use advertisement.*

Favour 4; Opposed 0; **Carried**

Motion 18-294

D. Doyle / D. Kennedy

Whereas the application to construct and operate a sawmill on English Hill Extension does not comply with the Carbonear Municipal Plan and Development Regulations; Be it Resolved not to approve the application submitted.

Favour 4; Opposed 0; **Carried**

- There was some discussion on the dilapidated state of a property on Water Street. There have been complaints of siding and other debris blowing around the street. *The MEO will contact the property owner to inquire on the status of the repairs.*
- Columbus Drive design
The Department of Transportation did not approve the temporary markings proposed for the highway until the highway upgrades could be completed. The Town has not received approval on the highway design proposed for the new intersection to date. The work can not be tendered without provincial approval.

b) Finance and Administration

Councillor Doyle advised the Committee met on November 20th. She noted the following items from the meeting

- Carbonear Volunteer Fire Department, Request to replace pumper truck. The Town received a formal request from the Fire Department pertaining to the purchase of a new pumper. They are requesting the Town submit a letter to Fire & Emergency Services NL to start the process to obtain funding to purchase the pumper. The most recent provincial spec for a pumper was estimated between \$360,000 and \$400,000. At 80-20 provincial-municipal cost shared funding; the municipal share could be up to \$80,000. The Fire Department is recommending to replace the 1999 pumper which will be 20 years old in 2019. The Committee is continuing their research on the matter before making a recommendation to Council. The committee recommends discussing this item with Council prior to the next Regular Council meeting.
- Fire & Emergency Services
Application for financial assistance for firefighting equipment was not approved.
The firefighting equipment was included on the funding application for the bunker gear washer and dryer which was approved. The correspondence was copied to the Fire Department.

- Donations
Harbour Grace RCMP Children's Wish Tree Campaign
The Harbour Grace RCMP Children's Wish Tree Lighting will be going ahead on December 10 @7:30 pm. This donation is included on the 2018 list of approved donations in the amount of \$50. A cheque will be completed. The invitation will be forwarded to Council for consideration.
- 2019 Kiwanis Club of Carbonear Regional Music Festival
RE: Friend of the Festival, Ad for the booklet and Town of Carbonear Award.
As in previous years, the committee recommends to place an in the booklet at a cost of \$100 and to sponsor \$125 for the Town of Carbonear Music Theatre award. The cheque to be completed.
- TC Square Mall, Toy Tree Opening, November 15, Donation request
This donation was included on the 2018 list of approved donation in the amount of \$50. The Mayor and other members of Council were in attendance to present the cheque.
- Christmas Wishes
Correspondence was received from KIXX, RE: Christmas greetings and if the town wanted to purchase Christmas ads on KIXX.
The Committee is recommending that we do not purchase radio ads this year, as they are too costly; but to send Christmas wishes from the Mayor and Council in the December newsletter which will be mailed to all residents and to also extend Christmas greetings on social media.
- Budget 2019
Preliminary work on the 2019 budget is underway, with further work to be completed before a budget can be recommended to Council for adoption
The Committee is reviewing the submissions from the various Departments for their requirements for 2019. The Committee is also reviewing budget requests from the Mayor and other councillors. There were changes in the assessment values this year and the Town Clerk is running various trial levies which will be reviewed by Committee to determine the mill rates to be set for the 2019 budget.
- There was some discussion on a request received for a public water fountain. It was felt the fountain could be placed inside the lobby. The CAO is researching a fountain for purchase for further discussion at the next budget meeting.

c) Public Works Committee

Councillor Jenkins advised the committee met on November 25th.

He noted the following items from the Committee meeting:

- Concern addressed by resident regarding backyard fires on the neighbouring property. The MEO will continue to monitor the situation in the spring.
- Traffic Calming policy.
The committee had no issue with adopting the policy based on the research and studies that has already been done. The CAO will prepare a draft policy for committee review. Data was collected and results of the sign placed by the school in Valley Road identified that speeds were not excessive and the average speed was less than 50km/hr. The Director will provide the results

of the sign on Chapel Hill for the next meeting. The committee felt the sign could be relocated to the Crocker's Cove area near Captain Frank's Lane. CAO confirmed the sign is now relocated to the Crockers Cove area.

- Status Next Generation NG911
Work on the project is ongoing and should be completed in December.
- 2019-2020 Municipal Capital Works
A list of potential projects are under review by the Committee and will then be further reviewed with Council.
- MMSB – Community Waste Diversion Fund
The EDTO is working on a proposal for the application for funding. A copy of the funding proposal will be reviewed with committee prior to submission.
- MEO Report
Committee reviewed various items reported by the MEO to the committee. The following motion is recommended in this regard:

Motion 18-294 V. Jenkins / D. Doyle

Resolved to send a clean-up order to the owner of property situate 47 London Road.

Favour 4; Opposed 0; **Carried**

- Handicapped Parking Spaces – Water Street
There was some discussion on the location and number of handicapped parking spaces approved for Water Street. It was reported that there are two on the Train Station parking lot. The committee recommended adding 3 additional spaces on Water Street in the following areas: in front of the Old Post Office, in front of the War Memorial and between O'Donovan's Lane and Kim's Lane. The Director will determine if this can be completed this fall as traffic paint cannot be applied during colder temperatures.
- Resident concern, Re. Shrubs planted in intersection
The Town received written correspondence from a resident expressing a concern with the shrubbery on the island at the intersection of Pondsideroad/Powell Drive/Highroad South intersection. The Director investigated the concern and reported that he did not observe any obstruction; however, he will ensure the shrubs are regularly trimmed back to ensure that an obstruction is not created. The concerned resident will be advised
- Dept of Municipal Affairs, Engineering and Infrastructure Branch on asphalt deadline
The Department of Municipal Affairs forwarded a circular on the asphalt deadline for this year. The department has extended the deadline to Oct. 31. Surface course asphalt should only be placed after October 31 when it is absolutely necessary to do so. The correspondence has been placed on file.
- Street lights Gap Road and at the end of Earle's Lane/Whites Road
There was some concern with dark areas in two locations- near Gap Road and the end of Earle's Lane/White's Road. The committee recommends the

Director investigate the areas to determine if street lights are required in accordance with the Street Light Policy.

- Concern received from resident of Tyre's Drung.
Capital Project work completed recently on Tyre's Drung that addresses the concerns with road grade and should resolve these concerns.

7. Reports of Chief Administrative Officer and Department Heads

a) Chief Administrative Officer

Report was previously copied to Council including a summary of expenses and budget. Budget is on target. No concerns identified.

CAO provided a draft resolution for approval to borrow for various projects that are completed or currently approved and ongoing.

Motion 18-295 D. Doyle / V. Jenkins

Resolved to request an approval to borrow for the Town's share of the following projects for a term of 5 years, amortized over 10 years, at a rate of prime + 0.25% from Scotiabank:

<i>Pike's Lane Lift Station Project</i>	<i>\$135,803</i>
<i>LeMarchant Street Phase II</i>	<i>\$176,697</i>
<i>2017 MYCW – Water Street</i>	<i>\$184,831</i>
<i>2017 SCF – Water Street</i>	<i>\$ 99,752</i>
<i>2018 MCW – Mahaney's Lane</i>	<i>\$ 48,969</i>
<i>2018 Downtown Upgrades</i>	<i>\$ 82,892</i>

Favour 4; Opposed 0; **Carried**

b) Director of Recreation

The Director of Recreation was absent from the meeting but sent along his report. The Deputy Mayor read through the report

Pool & Rec Maintenance

- 1.) All additional information required for Accessible Change Room was submitted. Been informed that successful applicants will be notified early in new year.
- 2.) Siding on pool. (Spoke to contractor, they've been informed siding should arrive by Wednesday. They will begin as soon as it's received.)

Financial & Program Analysis

	<u>2018</u>	<u>2017</u>
1.) Pool Revenue (less HST)	\$252,193.87	\$251,299.64
2.) Lesson Registration	1795	1798
3.) Pool Visitation	31,159	29,444

Note: November Registration increased from last year bringing us to similar numbers for year end.

Programs & Grants

- 1.) Our annual Tree Lighting is scheduled for, Thursday, December 6th. Thanks to the works department on having the lights/decorations all put in place.
- 2.) Youth Sports Program concluded for the fall last week. Great response and participants are looking forward to the new year. Had to break for December as school will be setting up for Christmas Concerts and Gym will be unavailable.

Seniors programming continuing with lots of interest, hosted an information session today regarding the future and direction of program. Hoping to get some good information and feedback for the new year. Will provide an update once info is compiled.

Councillor Doyle noted that Joshua Kennedy made the Canadian Junior Ball Hockey Team. He was 1 of 5 Newfoundlanders selected to the team and they will be attending a competition in the Czech Republic. Council congratulated Joshua on his accomplishment.

8. Finance
 - a) Operating Invoices over \$2,000.00
No invoices over \$2,000.

9. Regulations
No regulations listed.

10. New Business
No new business listed.

11. Notices of Motion
No notices of motions were filed.

12. Adjournment
Motion 18-296 **V. Jenkins / D. Kennedy**
Resolved that the meeting adjourn at 5:59 p.m. and the next regular council meeting will be on December 11th at 5:30 p.m.

Deputy Mayor Chris O'Grady

Cathy Somers, Town Clerk