Town of Carbonear
Regular Council Meeting, November 12th, 2019
Minutes of a regular meeting of the Council of the Town of Carbonear
Held in Council Chambers, November 12th, 2019 at 5:30pm

Members Present:	Mayor	Frank Butt
	Deputy Mayor	Chris O'Grady
	Councillors	Danielle Doyle
		Vic Jenkins
		Amanda Hulan
		David Kennedy
Also Present:	CAO	Cynthia Davis
	Town Clerk	Cathy Somers
	Director of Operations & Public Works	Brian O'Grady
	Director of Recreation	Rob Button
Absent:	Councillor	Ray Noel

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1. Calling of Meeting to Order
Mayor Butt called the meeting to order at 5:30pm and welcomed everyone to the meeting.

2. Adoption of the Agenda for November 12, 2019 Regular Meeting
Motion 19-311 **V. Jenkins / C. O'Grady**
Resolved to adopt the agenda as presented for the November 12, 2019 Regular Meeting of Council.
Favour 6; Opposed 0; **Carried**

2.1 Adoption of the minutes
a) Regular Meeting – October 22, 2019
Motion 19-312 **C. O'Grady / V. Jenkins**
Resolved to adopt the minutes of the October 22nd, 2019 Regular Meeting of Council.
Favour 6; Opposed 0; **Carried**

b) Special Meeting – November 4, 2019
Motion 19-313 **D. Doyle / A. Hulan**
Resolved to adopt the minutes of the November 4th, 2019 Regular Meeting of Council.
Favour 6; Opposed 0; **Carried**

3. Business Arising From Minutes
No business arising.

4. Delegations
None listed.

5. Correspondence, Permits & Development

a) Permit Listing # 8825, 8836-8851
Councillor Doyle requested Council to review the list of permits for any possible conflict of interest.

Mayor Butt declared a conflict of interest on Permit #8844 as it is for his sister-in-law and her husband.

Motion 19-314 **D. Doyle / V. Jenkins**
Resolved to approve permits # 8825, 8836-8851, excluding permit # 8844 as *per applications received and conditional up on the work being completed in accordance with the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.*
Favour 6; Opposed 0; **Carried**

Mayor Butt then left the meeting. Deputy Mayor O'Grady assumed the chair.

Motion 19-315 **D. Doyle / A. Hulan**
Resolved to approve permit # 8844 as *per applications received and conditional up on the work being completed in accordance with the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.*
Favour 5; Opposed 0; **Carried**

Mayor Butt was called back in to the meeting and assumed the chair.

5.1 Correspondence, requiring Council's decision

a) New Building Canada Fund – Small Communities Fund
Mahaney's Lane – Water, Sewer. Project No.17 SCF-19-00094
PCA Change order #01 ($5,606.25) Additional engineering fees due to extension of construction completion date.

Motion 19-316 **C. O'Grady / D. Doyle**
Resolved to approve Change Order #01 in the amount of $5,606.25 for additional engineering fees on the Mahaney's Lane – Water, Sewer Project No. 17 SCF-19-00094.
Favour 6; Opposed 0; **Carried**

5.2 Correspondence received and action taken
Council reviewed the following listing of correspondence and approved the action taken on each item:

a) Department of Municipal Affairs & Environment
- Approval to dispose of street, Forwarded to Public Works, Waste Management & Community Services committee.
- New Building Canada Fund – Small Communities Fund Mahaney's Lane –Water, Sewer. Project No. 17-SCF-19-00094. Construction change order #1 ($0.00) Additional working days to complete construction.
  Copied to Director of Operations & Public Works and Chief Administrative Officer. Placed on file.
- Fire & Emergency Services, National Wildfire Community Preparedness Day, May 2, 2020. Grants available to help your community work towards being Fire Smart. Copied to Fire Department. Placed on file.
- Fire & Emergency Services, Carbon Monoxide Awareness Week, November 1-7, Guy Fawkes Night, November 5
  Copied to Fire Department. Placed on file.

b) Municipalities NL
Info Notes & various emails
Copied to Council

c) Request to rent the Princess Sheila Building on Water Street
Forwarded to Recreation, Special Events, Culture & Tourism committee

d) The Kiwanis Club of Carbonear Music Festival 2020
Request to advertise in booklet
Forwarded to Finance and Administration committee

e) KIXX Country Toy Tree Launch.
Invitation to attend the Toy Tree Launch, November 21 at 7pm.
Included on the 2019 Donation Listing. Cheque in the amount of $50 to be completed for presentation.
Copied to Council.

f) Mariner Resource Opportunities Network Inc Supported Employment Services Program
Invitation to attend the Appreciation Night, November 21, 6pm.
Copied to Council

g) Request to share fundraiser event for Emma Clarke, November 16 at the Victoria Community Centre.
Shared on social media.

h) V & M Booking Services
Request to promote business
Placed on file.

i) Professional Municipal Administrators
RE: Property assessment workshops
Copied to Town Clerk and Chief Administrative Officer

j) Royal Canadian Legion
Invitation for the Mayor and a guest to attend the Remembrance Banquet, Saturday, November 16, 2019 at 6:30 pm. Copied to the Mayor.

k) Property owner, Long's Hill
Inquiry on the decommissioned pump house on Longs Hill.
Forwarded to Public Works, Waste Management & Community Services committee.

l) Carbonear Collegiate
RE: Request for a representative of Council to attend the Remembrance Day Assembly, Thursday, November 7 at 11:30am. Copied to Council.

m) Eastern Regional Service Board
RE: An increase in fees at the Regional Waste Management Facility from April 1, 2020 to March 31, 2021 will cost: landfill bound materials $75, per metric tonne and recyclable materials will costs $22 per metric tonne. No change is fee per property at $180. Also Eastern Regional Service Board will no longer provide waste services to properties located on un-serviced roads in unincorporated areas.
Copied to Public Works, Waste Management & Community Services committee.
Councillor Doyle noted these rates are up from $67.60 and $20 per tonne last year. She suggested that Council encourage more recycling.

n) NL Public Health Laboratory, Test results of water samples collected on October 16, 2019 at Bemister's Hill, TC Square Mall, Department of Justice, 143 Columbus Drive. Results marked satisfactory. Placed on file.

o) RCMP Wish Tree, Monday, December 9 @6:30 pm
RE: Invitation for Council to attend, request for donation.
Included on the 2019 Donation Listing. Cheque in the amount of $50 to be completed for presentation.

p) Property owner, Southside Lower Road
RE: Plumbing concern
Forwarded to Public Works, Waste Management & Community Services committee

q) Individual complaint regarding damage to vehicle
Forwarded to Public Works, Waste Management & Community Services committee

6. Committee Reports

a) Public Works, Waste Management & Community Services
Councillor Jenkins advised the Committee met on October 23rd and reviewed the following from the Committee meeting:

- Waiting on update regarding progress on the progress of the tree assessment work
- Director is preparing a report on the traffic data.
- GIS mapping – Director is researching options for purchase
- MEO Report – MEO reported on several properties that he identified for clean up and for letters of intent regarding the condition of the property. MEO will continue to monitor these properties.
- Request for asphalt on LeMarchant Street Extension.
  Reveiwed but no recommendation at this time.
- Changes to entrances to property on Powell Drive. Director reviewed the changes being made and the work that will be carried out by the town.
- Decommissioned pump house on Long's Hill. The Committee recommends demolition of the building.

b) Development
Councillor Doyle advised the Committee met on October 24th and reviewed the following from the Committee meeting:

- Zoning Amendment – Highroad North
  The Municipal Plan Amendment No. 26 and Development Regulations Amendment No. 38 are complete. The committee recommends to approve. The next step in the process is to advertise for the public consultation of the proposed amendment in the local newspaper.
  Motion 19-317 D. Doyle / V. Jenkins
  Resolved to advertise the public consultation notice for Municipal Plan Amendment No. 26 and Development Regulations Amendment No.38 to rezone land on the southwest side of Highroad North, north of Tyre's Drung from Commercial and Industrial land use designations to the Residential land use designation.
  Favour 6; Opposed 0; **Carried**
- 57 LeMarchant Street – proposed apartment building
  Motion 19-318 D. Doyle / C. O'Grady
  Resolved that the Town of Carbonear approve in principle the application to renovate the property at 57 LeMarchant to construct 16 one-bedroom units conditional upon the development being in accordance with the

Town of Carbonear Municipal Plan and Development Regulations and conditional upon no objections to the discretionary use advertisement.
Favour 6; Opposed 0; **Carried**

- Development Applications reviewed:
  Motion 19-319 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:
  - *191 Water Street to complete interior renovations to a commercial space conditional upon receiving the Service NL approval and other applicable approvals from other government department and agencies.*
  - *27 Goff Avenue to operate a new Massage Therapy business conditional upon receiving the Service NL approval and other applicable approvals from other government departments and agencies.*

  Favour 6; Opposed 0; **Carried**
- Request to sub-divide property at Bemister's Hill
  This matter is deferred for further investigation.
- MEO Report – The MEO identified several properties where property owners are completing work, such as shed construction, deck extensions, etc. without a permit from Council. Property owners are being sent correspondence reminding them that a permit is required.

c) Finance and Administration
Deputy Mayor O'Grady advised the Finance and Administration Committee met on November 7th and reviewed the following items from the meeting:

- MUN Med School, Medical Resident Workshop
  The Town will sponsor a luncheon at the Stone Jug for the attendees.
- 50th Anniversary, Kiwanis Music Festival 2020
  Request to advertise in booklet as Friend of the Festival
  As in previous years, the committee recommends to place an ad in the booklet at a cost of $100. The Town also sponsors $125 for the Town of Carbonear Music Theatre award. The CAO will authorize same.
- Harbour Grace RCMP Wish Tree Campaign
  Request for donation and invitation to attend Monday, December 9 at 6:30 pm.
  This donation is included on the 2019 list of approved donations in the amount of $50. A cheque will be completed. Council members are reminded of the invitation to attend.

7. Reports of Chief Administrative Officer and Department Heads

a) Director of Recreation
Director of Recreation reviewed the following from his report with Council:
Pool & Rec Maintenance

1. Siding outside of Pool. Had original approval of budget amount $15,000, however, after requesting quotes lowest bid received was in the amount of $20,125 (HST included).

Motion 19-320 **D. Doyle / V. Jenkins**
Resolved to approve the purchase and installation of siding for the Carbonear Pool in the amount of $20,125 (HST included).
Favour 6; Opposed 0; **Carried**

2. Cross arms for ball field lights should be replaced in very near future. Waiting for arrival of materials to begin. The price on this came in $6,000 less than anticipated.
3. Front Male Change Room.
   Had some issues with partition wall in male change room at pool. Repairs are ongoing by town staff.

Financial & Program Analysis

	2019	*2018*
Pool Revenue (less HST)	$247, 520.36	$246, 785.71
Lesson Registration	1903	1795
Pool Visitation	29,495	30,103

Grants

Community Healthy Living Fund (Small Infrastructure) - $10,000 for timing system.
Submitted and received by Department.

Programs

1. During the month of October, we held several new family events that were well received by the community and much more participation than anticipated. These events included partnerships and volunteer efforts throughout the community. I would like to Thank the Trinity Conception Family Resource Center as well as our Fire Department for their participation.
   October 19th - Pumpkin Painting and Craft Event (Princess Sheila Building)
   October 27th - Trick or Treat Hike (Nell's Trail)
   November 1st - Pumpkin Walk (Community Park)
2. Annual Community Tree Lighting scheduled for Wednesday, Dec. 4th
3. To help celebrate the Christmas Season will be hosting the following:
   December 7th - Polar Express Movie Night (Princess Sheila Building on Water Street)
   December 22nd - Storytime/Picture with Santa (Train Station)

Date for launching of the new walking trail will probably in the spring now.

8. Finance

a) Operating Invoices over $2,000.00 in the amount of.....$94,447.96
Motion 19-321 **C. O'Grady / V. Jenkins**
Resolved that the Town of Carbonear approve for payment the list of operating invoices over $2,000 as submitted totaling $94,447.96
Favour 6; Opposed 0; **Carried**

b) **Capital Invoices:**
Pondside Bridge Replacement
PN 17-129
Welcon Construction, Release of holdback.....$48,618.24

Columbus Drive Infrastructure
Harbourside Transportation Consultants
Invoice Number 1572..... .....$ 2,346.09
Invoice Number 1573.....$ 1,136.49
Total Capital Invoices.....$52,100.82

Motion 19-322 **C. O'Grady / D. Doyle**
Resolved that the Town of Carbonear approve for payment the following capital invoices as submitted:
Pondside Bridge Replacement PN 17-129
Welcon Construction, Release of holdback.....$48,618.24
Favour 6; Opposed 0; **Carried**

Motion 19-323 **C. O'Grady / D. Kennedy**
Resolved that the Town of Carbonear approve for payment the following capital invoices as submitted:
Columbus Drive Infrastructure
Harbourside Transportation Consultants
Invoice Number 1572..... .....$ 2,346.09
Invoice Number 1573.....$ 1,136.49
Favour 6; Opposed 0; **Carried**

9. Regulations
No regulations listed.

10. New Business
No new business.

Mayor Butt noted the attended the following:
Remembrance Day assemblies at Carbonear Collegiate and Carbonear Academy.
Remembrance Day Ceremony at the Cenotaph

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

12. Adjournment
Motion 19-324 **A. Hulan / V. Jenkins**
Resolved that the meeting adjourn at 5:57 p.m. Next Council meeting is scheduled for Tuesday, November 26th at 5:30pm.
Favour 6; Opposed 0; **Carried**

Mayor Frank Butt

Cathy Somers, Town Clerk