

**Town of Carbonear**  
**Regular Council Meeting, July 21, 2020**  
Minutes of a regular meeting of the Council of the Town of Carbonear  
Electronic meeting (Zoom webinar), July 21<sup>st</sup>, 2020 at 5:30pm

**Members Present:** Mayor Frank Butt  
Deputy Mayor Chris O'Grady  
Councillors Danielle Doyle  
Ray Noel  
Vic Jenkins  
David Kennedy  
**Members Absent:** Councillor Amanda Dowden

**Also Present:** Town Clerk Cathy Somers  
Director of Operations & Public Works Brian O'Grady  
Director of Recreation Rob Button  
EDTO Kerri Abbott

**Also Absent:** CAO Cynthia Davis (on vacation)

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1. Calling of Meeting to Order  
Mayor Butt called the meeting to order at 5:39 pm and welcomed everyone to the meeting. Several participants are registered for today's virtual meeting of Council.

Mayor offered condolences to Councillor Dowden on the loss of her father and asked that Council keep her family in their prayers.

2. Adoption of the Agenda for July 21 Regular Meeting  
**Motion 20-131** **C. O'Grady / R. Noel**  
*Resolved to adopt the agenda as presented for the July 21, 2020 Regular Meeting of Council.*  
Favour 6; Opposed 0; **Carried**
3. Adoption of the minutes  
a) Regular Meeting – June 23, 2020  
**Motion 20-132** **V. Jenkins / D. Kennedy**  
*Resolved to adopt the minutes of the June 23, 2020 Regular Meeting of Council.*  
Favour 6; Opposed 0; **Carried**
- b) Special Meeting – June 25, 2020  
**Motion 20-133** **R. Noel / C. O'Grady**  
*Resolved to adopt the minutes of the June 25, 2020 Special Meeting of Council.*  
Favour 6; Opposed 0; **Carried**

4. Business Arising From Minutes  
No Business Arising
5. Delegations  
No delegations listed.
6. Correspondence, Permits & Development
  - a) Permit Listing # 9054 – 9067 and 9069 – 9135  
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 #9064 as it is for his property. Mayor Butt also declared a conflict of interest on Permit #9103 as it is for his sister's property.  
Councillor Kennedy declared a conflict of interest on Permit #9089 as it is for his property.  
Councillor Jenkins declared a conflict of interest on Permit #9097 as it is for his sister-in-law's property.

**Motion 20-134**

**D. Doyle / C. O'Grady**

*Resolved to approve permits # 9056-9067 and 9069-9135, excluding permits 9064, 9089, 9097 and 9103, 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**

Councillor Kennedy then left the meeting.

**Motion 20-135**

**D. Doyle / V. Jenkins**

*Resolved to approve permit # 9089 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**

Town Clerk advised Councillor Kennedy to return to the meeting.

Councillor Kennedy then returned to the meeting.

Councillor Jenkins then left the meeting.

**Motion 20-136**

**D. Doyle / R. Noel**

*Resolved to approve permit # 9097 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**

Town Clerk advised Councillor Jenkins to return to the meeting.

Councillor Jenkins then returned to the meeting.

Mayor Butt then left the meeting and Deputy Mayor O'Grady assumed the position of Chair.

**Motion 20-137**

**D. Doyle / R. Noel**

*Resolved to approve permits # 9064 and 9103, 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**

Town Clerk advised Mayor Butt to return to the meeting.

Mayor Butt returned to the meeting and assumed the position of Chair.

**Motion 20-138**

**D. Doyle / V. Jenkins**

*Resolved to approve permits # 9136-9137 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**

6.1 Correspondence, requiring Council's decision

a) Atlantic Canada Opportunities Agency

RE: Amendment approval for additional funding under the Innovative Communities Fund. Project number 211368 for the Downtown Revitalization, Phase I project.

Motion to accept funding is required.

Mayor Butt declared conflict of interest on this project as he owns property in the area.

Mayor Butt then left the meeting and Deputy Mayor O'Grady assumed the position of Chair.

**Motion 20-139**

**R. Noel / V. Jenkins**

*Resolved to accept the amendment for additional funding under the Innovative Communities Fund. Project number 211368 for the Downtown Revitalization, Phase I project.*

Favour 5; Opposed 0; **Carried**

Town Clerk advised Mayor Butt to return to the meeting.

Mayor Butt returned to the meeting and assumed the position of Chair.

6.2 Correspondence received and action taken

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

a) Municipalities NL

- June 25 regarding MNL request for residents to be patient with Alert Level II
- June 26, FCM Municipal Asset Management program
- June 29, Alert Level II Municipal Guidance

- June 30, Regional Conference Call
- July 9, Essential Worker Program
- b) Department of Municipal Affairs & Environment
  - Updated COVID Alert Level System  
Copied to the Chief Administrative Officer
  - Office of the Minister, provincial approval - granted the Town of Carbonear exclusion from the Highway Sign Regulations, 1999 for a portion of Route 70 (Columbus Drive) extending from London Road to Clarke's Road in conjunction with the Carbonear Development Regulations Amendment No. 37, 2019.  
Copied to the Chief Administrative Officer
  - Fire Services Division advising no objection to the issuance of a liquor license for patio at 180 Water Street (Route 66) and 232 Water Street (Stone Jug) for a side patio and front patio.  
Copied to the Fire Department, Chief Administrative Officer. Placed on file,
  - Municipal Infrastructure – Application status for 2020/21 Capital Funding. The letter is to inform the Town that application AP-MCW-20131, Lemarchant Street Phase 3 - Water, Sewer and Street Upgrading for capital works funding has not been selected for funding. Forwarded to the Chief Administrative Officer, Town Clerk and Council
  - Water Resources Management Division regarding spring 2020 spring water sampling season. Thank you to the Town of assisting the department in the collection of drinking water samples. Special mention and thank you to Water Waste, Water Operator employee.  
Copied to the Director of Operations and Public Works and the Chief Administrative Officer.
- c) Pinnacle Engineering Ltd  
RE: Promotional material  
Forwarded to Chief Administrative Officer. Placed on file
- d) Fire Rescue Canada  
RE: 2020 National Fire Chief of the Year Awards  
Forwarded to the Chief Administrative Officer and the Fire Department
- e) Property owner, Willoughby Drive  
RE: Concern with neighbor compost  
Forwarded to Public Works, Waste Management & Community Services Committee
- f) Eastern Waste Service Board  
RE: the Kidney Foundation has partnered with AIM Recycling to make the Kidney Car program available in the Eastern to arrange free towing. Any car within 100 kilometers of St. John's.  
Copied to Council and staff.
- g) Email regarding Men's Softball League  
Forwarded to the Director of Recreation and the Recreation, Special Events, Culture & Tourism committee
- h) Property owner, Suttons Hill

- RE: Request for calcium  
Forwarded to the Director of Operations & Public Works
- i) Individual email commending the efforts of a town resident on his initiatives on trail clean-up.  
Copied to Council.
  - j) Vice Principal, Keyin College  
RE: Correspondence of appreciation to local partners in the CBN area for continued support and the new vision for Keyin College focusing on technology and innovation.  
Copied to Council.
  - k) Men's Ball League request for reduction in field rental fees  
Forwarded to Director of Recreation and the Finance and Administration committee
  - l) Town of Bay Roberts  
RE: Correspondence from the Town of Bay Roberts in appreciation to Town of Carbonear Municipal Enforcement Officer in providing resources, information sharing, work experience and mentorship to the recently hired Director of Protective Services employee in the Town of Bay Roberts.  
Forwarded to the Municipal Enforcement Officer and the Finance and Administration committee
  - m) Business operator  
RE: Request for refund of 2020 business tax  
Forwarded to the Finance and Administration committee and the Town Clerk.
  - n) Advocate Printing  
RE: full service Media Company with representative in the Town of Carbonear.  
Forwarded to Finance and Administration committee
  - o) MMSB  
RE: Community Waste Diversion Project, TF571. Funding in the amount of \$7,632 approved to support and expand the recycling program and provision of mobile recycling unit.  
Forwarded to Public Works, Waste Management and Community Services committee
  - p) Inquiry on plant on Nell's Trail  
Copied to Chief Administrative Officer
  - q) Property owner, Water Street regarding sidewalk patio on a business  
Forwarded to Development Committee
  - r) Inquiry on zoning of CHVO Drive  
Forwarded to Development committee
  - s) Property owner, Powell Drive regarding home based business application  
Forwarded to Development Committee
  - t) Email inquiry on business operation on Powell Drive  
Forwarded to Development Committee
  - u) Water Resources Management Division regarding work in for within 15m of a water body. Forwarded to Development Committee. Placed on website.
  - v) Saltwire Network

- RE: "All In A Day's Work" advertising campaign.  
Forwarded to Recreation, Special Events, Culture & Tourism committee
- w) Eastern Health  
RE: Grief and Bereavement information session on July 14 (7-9 pm)  
Copied to Council and staff, shared on social media.
  - x) NL Public Health Laboratory, Test results of water samples collected on June 15 at North Atlantic, Esso and Midtown. Results marked satisfactory.  
Placed on file
  - y) Communities Against Violence  
Pride Flag. Request to fly pride flags from July 15 – July 22.  
The Town of Carbonear flew the flag for a week during June which is also known as Pride Month. A photo was shared on social media.

Councillor Kennedy suggested that the Town send a letter commending Adam Hindy and the members of the group that are cleaning up the ATV trail in the area. Mayor Butt noted that he was speaking with the MHA and there may be some funding available for this matter.

Mayor and Council members passed along condolences to employee Berkley Colbourne and the Colbourne family on the passing of Berkley's sister this past week.

## 9. Committee Reports

- a) Development – July 9  
Councillor Doyle advised the Committee met on July 9<sup>th</sup> and July 16<sup>th</sup>.  
Councillor Doyle noted the following from the July 9<sup>th</sup> meeting:  
Application to construct a new dwelling at 29A Bemister's Hill  
**Motion 20-140** **D. Doyle / D. Kennedy**  
*Resolved to approve the construction of a new dwelling to include an attached garage at 29A Bemister's Hill per the accordance with applications submitted, the Town of Carbonear Municipal Plan and Development Regulations and the Backlot Development guidelines.*  
Favour 6; Opposed 0; **Carried**

Home Based Business to operate a Hair Salon at 67 Powell Drive

- Motion 20-141** **D. Doyle / V. Jenkins**  
*Whereas two pieces of correspondence were received as a result of the discretionary use ad published on the application; and  
Whereas the Development Committee reviewed these correspondences,  
Be it Resolved to approve a permit to operate a Hair Salon Business from 67 Powell Drive.*  
Favour 6; Opposed 0; **Carried**

Development Applications reviewed

Several needed further review, can not stress enough for property owners to submit your applications.

**Motion 20-142****D. Doyle / C. O'Grady**

*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:*

- 33 Earle's Lane to construct a front step conditional upon the town not being responsible for damages incurred in the street reservation due to snow clearing efforts or street maintenance;
- 195 Water Street to operate a Massage Therapy business upon approval from Service NL and other applicable approvals from other government department and agencies;
- 62 Powell Drive to operate an Auto Sales, Auto Service business conditional upon approval from Service NL and other applicable government department and agencies; and conditional upon no objections being received from the discretionary use advertisement;
- 2 Churchill Circle to operate a home-based business (Smoked Foods) conditional upon no objections or representations are received from the discretionary use advertisement and receipt of other applicable approvals from other government department and agencies;
- 57 White's Road to construct an overhang and changes to the roof;
- 132 Water Street, to construct a front step conditional upon the town not being responsible for damages incurred in the street reservation due to snow clearing efforts or street maintenance;

Favour 6; Opposed 0; **Carried**

**Motion 20-143****D. Doyle / V. Jenkins**

*Resolved to deny the following development applications:*

- 28 Irishtown Road to construct a greenhouse as the development exceeds the maximum floor area requirements of the Town of Carbonear Development Regulations for accessory buildings.
- 56 Columbus Drive to construct an accessory building as an accessory building cannot exist without a main building as per the Town of Carbonear Municipal Plan and Development Regulations.

Favour 6; Opposed 0; **Carried**

**Correspondence****Crown Land application – Fox Farm Road**

The Town received a referral from Crown Lands for a new dwelling in Fox Farm Road. This area is Rural and per the Town of Carbonear Municipal Plan and Development Regulations, buildings uses such as dwellings are not permitted. The CAO received a call from Crown lands confirming this as he expected it. It is also referred to Urban and Rural Planning who will not recommend due to the zoning. *The committee recommends returning the referral identifying this information.*

### MEO Report

Several properties reviewed by the MEO with the Committee.  
Committee recommend forwarding correspondence to some of the property owners and some Stop Work Orders are recommended.

#### **Motion 20-144**

**D. Doyle / D. Kennedy**

*Resolved to issue the following stop work orders:*

- *To cease development on the property situate 92 Southside Lower Road without the required permit from Council;*
- *To cease development on the property situate north of battery rock and south of old Railway;*
- *To cease development on the property on Valley Road North / Cherry Orchard.*

Favour 6; Opposed 0; **Carried**

Councillor Doyle noted the following from the July 16<sup>th</sup> meeting:

Motions recommended:

#### **Motion 20-145**

**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:*

- *1 Goodison Street to construct a fence conditional upon the front fence not to exceed 42 inches in height per the Town of Carbonear Fence Regulations;*
- *18 Newfoundland Drive to construct a front patio not to exceed the size of the existing front patio in accordance with Section 10, Discretionary Powers of Council, in the Development Regulations;*
- *93 Water Street to construct a back deck;*
- *95 Water Street to construct a back deck.*

Favour 6; Opposed 0; **Carried**

#### **Motion 20-146**

**D. Doyle / R. Noel**

*Resolved to send an order to cease operations to the tattoo business operating at 22 Goff Avenue without a permit from Council.*

Favour 6; Opposed 0; **Carried**

Councillor Kennedy noted that Council should request businesses in the Goff Avenue and Columbus Drive area to clean up the areas by their properties and the ditches alongside as well. Town should do some clean up and encourage property owners to do that as well. He suggested that a policy could be put in place next year. Deputy Mayor O'Grady suggested that Council organize a clean up to help in this regard.

It was noted that the Special Events Committee is considering a clean up project as well.



b) Finance and Administration

Deputy Mayor O'Grady advised the committee met on June 30<sup>th</sup> and noted the following from the meeting:

Fire Department lift assists

Letter has been forwarded to Eastern Health on this matter. The CVFD will no longer be providing lift assist services.

Business student

The committee would not be recommending the hiring of a business student this year; however, this will be considered in future years.

Conservation Corps

The EDTO has applied to the Conservation Corp to hire an internship position.

Notice of arrears of taxes

Several properties will be sent a Notice of Tax Arrears, with notification that the property is liable to be sold under the Act for the arrears if payment is not received.

These are properties with long standing outstanding taxes.

Tax sales – summary of properties

Also reviewing the possible conveyance of a property to the Town.

Further review is required on some other properties to reach the property owners.

Accounts Receivable Report

The Town Clerk provided an Accounts Receivable Report to the committee and the committee discussed when to resume charging interest on the outstanding accounts.

The committee is not recommending any further extension to the interest adjustment. Interest will be applied on July 31, 2020.

Heritage Financial Incentive Policy, Grant Application

A property owner applied for a grant in the amount of \$2,000 under the Heritage Financial Incentive Policy.

Further discussion and review is required on this matter.

Strategic Plan

The committee recommends moving forward with the process of developing a strategic plan. There was some discussion on whether Municipalities NL would have some guidelines or template for review. It was discussed that the Town may have to prepare a Request for Proposal (RFP) for this Plan. The plan would be developed in consultation with the Town and stakeholders. It was recommended the Town move forward with a 3 or 5 year Strategic Plan.

Human Resources

Staff evaluations will be scheduled for later this year.

Alert System

Committee will try and arrange for a potential provider to make a presentation to Council to review the system.

- c) Recreation, Special Events, Culture & Tourism  
Councillor Noel advised the Committee met on June 25<sup>th</sup> and noted the following from the meeting:
- ATV Trail Debris Removal  
The debris has been cleared from the trail way and placed by Battery Rock. The Director of Operations & Public Works is off on annual leave. The CAO will contact Brent Sweeney to contact NEWCO Metals or Clarkes Scrap Yard to inquire if they could have the scrapped vehicles removed from the location.
- Donation Listing Policy and form  
Director of Recreation prepared a list of items that can be purchased. Items can be added or deleted to the list at any time.
- Special Events Canada Day Virtual contests  
The Special Events Committee planned several virtual photo contests for Canada Day. The committee partnered with Michelle's Fine Art Studio to design 5 different colouring sheets referencing Carbonear – Canada Day to be used for the contests. The committee also partnered with Dairy Queen to give away 200 free custard cones on a first come first serve basis for Canada Day.
- Inquiry on the use of the softball fields  
The Director of Recreation responded to the inquiry
- Downhome Magazine - Explore Travel Guide  
This is available to 40,000 Downhome readers.
- Motion 20-147** **R. Noel / V. Jenkins**  
*Resolved to purchase a full page ad in the Explore Travel Guide of the Downhome magazine at a cost of \$1,250.*  
Favour 6; Opposed 0; **Carried**
- d) Public Works, Waste Management & Community Services  
Councillor Jenkins advised the Committee met on July 8<sup>th</sup> and reviewed the following from the meeting:
- Paving 2020  
Committee waiting on a quote from Harris & Associates for Powell Drive. Once this quote is received, it will be determined what other work can be done. The paving list was also reviewed and some discussion on possible projects for this year. There was some discussion on upgrades for Lemarchant Street Extension. It was noted this project may have to be considered with capital works funding due to the size of the project.
- Property Clean Up  
A landscaping business was approved to operate the business from Powell Drive. It appears most of the equipment is being stored on residential property on Kelby's Corner. CAO to discuss further with the Town's lawyer regarding possible charges for non-compliance.
- Complaint on dilapidated property on Water Street.  
Enforcement Officer investigate the matter. Reviewed by the Committee. CAO will provide the complainant with a response.

### MEO Report

#### Long's Hill – request for no parking sign

The committee reviewed the photos of vehicles parked along Long's Hill. No signs recommend to be install, the MEO will monitor for now.

#### LeMarchant Street – complaint of dilapidated shed

##### **Motion 20-148**

**V. Jenkins / R. Noel**

*Resolved to send an order to property situate 8 LeMarchant Street as per section 404(1)(f) of the Municipalities Act to complete repairs/ renovations or demolition of the building.*

**Favour 6; Opposed 0; Carried**

#### O'Driscoll's Lane Property

The MEO identified the property has an accumulation of scrapped vehicles on the property. The committee recommends to forward correspondence requesting his intention for the scrapped vehicles on the property.

#### Irishtown Road boundary issue

*The committee recommends to forward a letter of intent to the neighbouring property owner requesting their intention for shed repairs. The committee also recommends the MEO complete further investigation and photos for review at the next meeting.*

#### Columbus Drive Property

The property owner was issued an order for non compliance. A reminder was sent in January 2020 that the Town would be proceeding with court action. The committee recommends proceeding to the next step in the process.

### Public Works

#### Water run off Longs Hill

This matter is still being investigated.

#### Culvert request for Fox Farm Road

*The committee recommends the Director of Operations and Public Works have discussion with the property owner to determine the culvert size that would be required as well as the placement of culvert.*

### Snow Clearing Claims

The Snow Clearing Claims were received but there was no information on an investigation or recommendations. Deferred for further information.

#### Waterline Easement Valley Road

It was reported that the property owner has listed the property for sale and has a buyer. There is a 24.4m easement on the property. The property owner is requesting to reduce the easement to 7.6m. The Town did authorize a reduction in the easement of another property owner in the area to 15 m and costs of survey and legal work is the responsibility of the property owner.

##### **Motion 20-149**

**V. Jenkins / C. O'Grady**

*Resolved to provide approval to the owner of property situate 126 Valley Road to reduce the easement to 15m on the water main on the property conditional upon the property owner taking responsibility for all survey, legal and any other costs associated with changes to the easement.*

Favour 6; Opposed 0; **Carried**

Councillor Noel asked if this was sufficient. Director of Operations advised it is not a safety issue and he felt 15m is sufficient and Council has also approved the reduction to 15m on another property in the area as well.

#### Grass clipping at compost site

There were questions on whether grass clippings could be composted. The CAO contacted MMSB and they informed her that they could be included with the leaf composting program however, for environmental purposes they recommended, where possible, the grass clippings remain on the lawn. The EDTO completed a notice to the residents with this information and placed on the town website and social media.

#### Newsletter

The CAO will discuss development of a newsletter with the EDTO.

Mayor Butt asked if we can find out the delivery date on new pumper. This will be determined.

#### 10. Reports of Chief Administrative Officer and Department Heads

##### a) Chief Administrative Officer

CAO Report was previously distributed to Council.

Town Clerk noted the following:

- Financial Report for May 2020 included
- Capital Projects
  - Valley Road Ph 3 Water Sewer and Street Upgrading:  
Consultant: \$114,425 (Total Project Estimate: \$1,133,578)
  - Marshall Drive Water Sewer and Street Upgrading:  
Consultant: \$43,700 (Total Project Estimate: \$296,004.25)
  - Water Street Phase II Water Sewer and Street Upgrading:  
Consultant: \$114,425 (Total Project Estimate: \$1,075,327.05)

Due to COVID –19, the province has amended the amounts listed in the Public Procurement Regulations. If you want to have the design started on these projects asap with the hopes of completing the work this season, you can appoint a consultant without going through the RFP process. If you choose to do so, you can appoint Harris & Associates to start the design and tender on the projects as per the consulting fees quoted.

Draft motions for each project has been included in the CAO report.

A motion of Council is required for each project if Council wants to proceed.

Council inquired about the specific area for the Valley Road Phase 3 Water, Sewer and Street Upgrading Project.

Director of Operations and Public Works advised there is a section remaining to be completed from Grassey Lane to the ramp going off Valley Road to Columbus Drive. This project covers about 50% of that starting at Grassey Lane going west about half the distance toward the ramp off Valley Road.

- Valley Road Ph 3 Water Sewer and Street Upgrading

*Consultant: \$114,425 (Total Project Estimate: \$1,133,578)*

Mayor Butt advised that his brother owns property further in Valley Road by the ramp and asked if he would be in conflict of interest on this project.

**Motion 20-150**

**R. Noel / V. Jenkins**

*Under Section 209 of the Municipalities Act, Be It Resolved that Mayor Butt is not in conflict of interest on the Valley Road Phase 3 Project.*

Favour 5; Opposed 0; **Carried**

Mayor Butt did not vote on the matter.

Councillor Noel declared a conflict of interest on the matter as his parents and brother own property in the area.

Councillor Jenkins declared a conflict of interest on the matter as he owns property in the area.

Councillors Noel and Jenkins then left the meeting.

**Motion 20-151**

**C. O'Grady / D. Kennedy**

*Resolved to appoint Harris and Associates as consulting engineers for the Valley Road Ph 3 Water Sewer and Street Upgrading Project per the estimate provided in the amount of \$114,425 upon approval of the project funding by the Department of Municipal Affairs and Environment.*

Favour 4; Opposed 0; **Carried**

Town Clerk called Councillors Noel and Jenkins back in to the meeting.

- Marshall Drive Water Sewer and Street Upgrading:

*Consultant: \$43,700 (Total Project Estimate: \$296,004.25)*

**Motion 20-152**

**C. O'Grady / V. Jenkins**

*Resolved to appoint Harris and Associates as consulting engineers for the Marshall Drive Water Sewer and Street Upgrading Project per the estimate provided in the amount of \$43,700 upon approval of the project funding by the Department of Municipal Affairs and Environment.*

Favour 6; Opposed 0; **Carried**

- Water Street Phase II Water Sewer and Street Upgrading:

*Consultant: \$114,425 (Total Project Estimate: \$1,075,327.05)*

**Motion 20-153**

**C. O'Grady / R. Noel**

*Resolved to appoint Harris and Associates as consulting engineers for the Water Street Ph 2 Water Sewer and Street Upgrading Project per the estimate provided in the amount of*

*\$114,425 upon approval of the project funding by the  
Department of Municipal Affairs and Environment.  
Favour 6; Opposed 0; **Carried***

b) Director of Recreation

The Director of Recreation advised the following:

- Deck preparation is still ongoing, more work than they anticipated and they haven't been on site very frequently.
- Changerooms – Site visit held last week, they are completing the final updates, and they should have the tender ready to go out next week.
- Recreation Program - Softball, ball hockey, and circuit work is being offered for participants. The students are also doing some videos on line for crafts. Other videos being completed as well on different activities. The group is trying small gatherings for Fridays and these do not go ahead if weather is not suitable.
- Working through protocols for parks / playgrounds. Junior Softball has started. Trying to organize games, no tournaments allowed. Mens's league is getting organized as well.
- Playground Equipment is out, one swing per bay. Other municipalities have two swings out per bay, so we will put the additional swing in each bay as well over the next week.

11. Finance

- a) **Operating Invoices** over \$2,000.00 in the amount of..... **\$ 99,593.38**  
**Motion 20-154** **C. O'Grady / R. Noel**

*Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 as submitted, totaling \$99,593.38*

Favour 6; Opposed 0; **Carried**

b) **Capital Invoices:**

**Swimming Pool Liner & Deck Replacement**

Project Number #17-CCR-20-00011

Fougere Menchenton Architecture, Invoice # 2020-0632.....\$5,002.50

Total Capital Invoices..... **\$5,002.50**

**Motion 20-155** **C. O'Grady / V. Jenkins**

*Resolved that the Town of Carbonear approve the following capital works invoice for payment:*

**Swimming Pool Liner & Deck Replacement**

Project Number #17-CCR-20-00011

Fougere Menchenton Architecture, Invoice # 2020-0632...\$5,002.50

Favour 6; Opposed 0; **Carried**

12. Regulations  
None listed

13. New Business

Mayor Butt advised he was talking to our Member of Parliament Ken McDonald and he advised the Town has been approved for federal funding for Marshall Drive - Water, Sewer and Street Upgrading, Valley Road Phase 3 – Water, Sewer and Street Upgrading and Water Street Phase 2 - Water, Sewer and Street Upgrading and additional funding for above ground work on Water Street as well. Mayor Butt advised the MP advised the Mayor he could announce it but they will also try and set up a formal funding announcement.

Mayor Butt inquired about blue zone accessible parking on Water Street. Director of Operations and Public Works advised the accessible parking will be on the brick parking area just east of the Medical and Physical Supplies store on Water Street.

Mayor Butt thanked the Fire Department who had recent calls at 3:30am and 12:30am.

14. Notices of Motion

**D. Kennedy / R. Noel**

*Motion for the Town of Carbonear to carry out an operational review of the Recreation and Tourism Department's programming, facilities, events, and employee job descriptions according to the allotted budget provided, as a means to see if the budget addresses the needs of the Town.*

Councillor Kennedy noted that this would determine if the Programs meets our requirements and determine if there are additional programs we can implement.

Deputy Mayor O'Grady noted that this is something separate from the Strategic Plan as this is a broad document that would identify objectives and priorities of the Town. Councillor Kennedy noted yes, this would be specific to Recreation & Tourism.

Councillor Kennedy inquired when Council will return to regular in person meetings. Currently it is still recommended to conduct meetings by zoom or alternative means. Planning committee will discuss further.

15. Adjournment

**Motion 20-156**

**R. Noel / V. Jenkins**

*Resolved that the meeting adjourn at 6:51pm.*

Mayor Butt advised that the next meeting is scheduled for August 11<sup>th</sup> at 5:30pm. Favour 6; Opposed 0; **Carried**



Mayor Frank Butt



Cathy Somers, Town Clerk