

Town of Carbonear
Special Council Meeting, June 25, 2020

Minutes of a special meeting of the Council of the Town of Carbonear
Electronic meeting (Zoom webinar), June 25th, 2020 at 12:15pm

Members Present: Mayor Frank Butt
Councillors Danielle Doyle
Ray Noel
David Kennedy

Also Present: CAO Cynthia Davis
Town Clerk Cathy Somers

Members Absent: Deputy Mayor Chris O'Grady
Councillors Vic Jenkins
Amanda Hulan

The meeting was called by Mayor Butt.

1. Calling of Meeting to Order
Mayor Butt called the meeting to order at 12:15 pm.

2. Grant Opportunity from FCM Municipal Asset Management Program
CAO advised that this motion should have been presented at the Regular Council meeting yesterday. We would like to proceed with the application and the following motion is required if Council wants to continue with the application process.

Discussed.

Motion 20-130

R. Noel / D. Kennedy

Be it resolved that the Town of Carbonear directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for Phase 2 of our Municipal Asset Management Plan

Be it also resolved that the Town of Carbonear commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

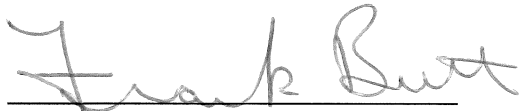
- *Data Collection and Reporting: To build on current collection categories and information for both core ie. Streets, sidewalks, water/sewer distribution systems and secondary assets ie. Vehicles, equipment, and playground/recreation structures. Through review of current asset management data, we have identified the need to both update and add information ie. Location (GPS Coordinates). Additionally, to complete a detailed condition assessment which will be recorded, and entered into a database. Ensuring current and correct data on assets in each category with the condition and expected lifespan will enable the Town to better plan for future capital costs.*

- *Implement asset management software and undertake training of key staff: By using a software system we are able to enhance reporting and forecasting abilities. The software and training will also ensure efficient and accurate entry of information to enhance maintenance schedules, renewal and preparation for replacement of infrastructure assets.*

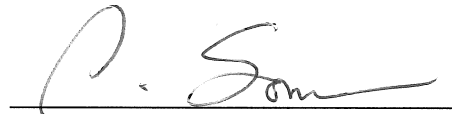
Be it further resolved that the Town of Carbonear commits \$10,000 from its budget toward the costs of this initiative.

Favour 5; Opposed 0; **Carried**

Adjourned at 12:20pm



Mayor Frank Butt



Cathy Somers, Town Clerk