

**Town of Carbonear  
Special Council Meeting, May 20, 2021**

Minutes of a special meeting of the Council of the Town of Carbonear  
Electronic meeting (Zoom webinar), May 20<sup>th</sup>, 2021 at 3:32pm

<b>Members Present:</b>	Mayor Deputy Mayor Councillors	Frank Butt Chris O'Grady Danielle Doyle Ray Noel Vic Jenkins Amanda Hulan David Kennedy
<b>Also Present:</b>	CAO Town Clerk	Cynthia Davis Cathy Somers

---

The Special Meeting of Council was called by Mayor Butt.  
Mayor Butt called the meeting to order at 3:32pm.

Mayor Butt called for the adoption of the agenda for the Special Meeting of May 20, 2021

**Motion 21-158**

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

*Resolved to adopt the agenda for the Special Council Meeting of May 20, 2021.*

Favour 7; Opposed 0; **Carried**

1. Appointment of Director of Operations & Public Works

**Motion 21-159**

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

*Resolved to appoint Ian Farrell as the Director of Operations and Public Works for the Town of Carbonear with work and applicable training commencing with the Town on May 25, 2021 and official responsibilities starting on May 28, 2021; and Be it Further Resolved his salary will be in accordance with Step 4 on the salary scale for that position.*

Favour 7; Opposed 0; **Carried**

Councillor Kennedy asked the CAO to provide information on how the process took place.

CAO advised the current Director of Operations and Public Works, Brian O'Grady gave his notice of retirement effective May 28, 2021. Council decided as this is a senior management position that they would engage the assistance of an HR consulting firm to assist the Town with the process of hiring a new Director of Operations and Public Works. The Town contracted Meridia Recruitment Solutions to assist with the process. The Town held interviews for the position. Interviews and screening were completed and Mr. Farrell was the recommended candidate for the position. Of the candidates who were interviewed and applied, Mr. Farrell had the most applicable education and work experience.

Once Mr. Farrell is brought on staff, the Town will do a release in the next little while to inform the public of our new hire and provide some further information about the

new person hired as Director of Operations and Public Works.  
Mayor Butt thanked Mr. O'Grady for his service with the Town as Director of Operations and Public Works and for his contribution in regards to improvements to town infrastructure and equipment.  
Mayor Butt wished Mr. Farrell well in his new position with the Town.

2. Vote by Mail option for September 2021 Municipal Elections  
Deputy Mayor O'Grady noted that due to the Covid-19 situation, the Department of Municipal and Provincial Affairs and MNL have suggested that towns prepare for the possibility of voting by mail in the upcoming September Municipal Election.

If Council would like to provide that option, the first requirement would be to request permission from the Minister of Municipal and Provincial Affairs to exercise the option to authorize residents to vote by mail in the 2021 Municipal Election.

This was reviewed by the Finance Committee and the committee is recommending the following motion:

**Motion 21-160**

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

*Be it resolved that the Town of Carbonear request permission from the Minister of Municipal and Provincial Affairs to exercise the option under Section 54 of the Municipal Election Act to authorize residents to vote by mail in the 2021 Municipal Election.*

Favour 7; Opposed 0; **Carried**

Mayor Butt noted that he attended MNL meetings a couple of weeks ago and it was noted that the City of St. John's has been doing vote by mail for the past two decades.

3. Adjournment

**Motion 21-161**

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

*Resolved that the meeting adjourn at 3:40 pm.*

Favour 7; Opposed 0; **Carried**



---

Mayor Frank Butt



---

Cathy Somers, Town Clerk