

**Town of Carbonear**  
**Regular Council Meeting, September 21<sup>st</sup>, 2021**

Minutes of a regular meeting of the Council of the Town of Carbonear held in  
Council Chambers and with attendees via Zoom webinar, Sept. 21<sup>st</sup>, 2021 at 5:30pm

<b>Members Present:</b> Mayor	Frank Butt
Deputy Mayor	Chris O'Grady
Councillors	Danielle Doyle
	David Kennedy
	Amanda Dowden

<b>Members Absent:</b> Councillors	Ray Noel
	Vic Jenkins

<b>Also Present:</b> CAO	Cynthia Davis
Town Clerk	Cathy Somers
Director of Operations & Public Works	Ian Farrell
EDTO	Kerri Abbott

- 
1. Calling of Meeting to Order  
Mayor Butt called the meeting to order at 5:30 pm and welcomed everyone to the meeting. Several participants are registered for today's Council meeting viewing through Zoom and others are present with Council in the Council Chambers.
  2. Adoption of the Agenda for September 21, 2021 Regular Council Meeting  
**Motion 21-313 C. O'Grady / A. Dowden**  
*Resolved to adopt the agenda of the September 21, 2021 Regular Meeting of Council as presented.*  
Favour 5; Opposed 0; **Carried**
  3. Adoption of the minutes
    - a) Regular Meeting – September 14, 2021  
**Motion 21-314 D. Doyle / D. Kennedy**  
*Resolved to adopt the minutes of the September 14, 2021 Regular Meeting of Council as presented.*  
Favour 5; Opposed 0; **Carried**
  4. Business Arising from Minutes  
Councillor Kennedy asked if the paved area leading to the Willoughby Playground could be blocked off to prevent people parking there. Public Works Department to assess the concern.
  5. Delegations  
No delegations listed.
  6. Correspondence, Permits & Development
    - a) Permit Listing # 9667-9675  
Councillor Doyle asked Council to review the list of permits for any possible conflict of interests.

**Motion 21-315****D. Doyle / A. Dowden**

*Resolved to approve permits #9667-9675, as per the 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**

**b) Additional Development Applications****Motion 21-316****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:*

- *1 Garland's Lane - to replace existing front deck per Section 10, Discretionary Powers of Council;*
- *9 Southside Lower Road – to construct a roof over the front step per Section 10, Discretionary Powers of Council;*
- *33B O'Driscoll's Lane – to combine properties 33A and 33B as one property and to change use of structure on 33A O'Driscoll's Lane from a dwelling to an accessory building conditional upon no objections being received to the discretionary use advertised for a total floor area in excess of 81m<sup>2</sup>.*

Favour 5; Opposed 0; **Carried**

**Motion 21-317****D. Doyle / A. Dowden**

*Resolved to refuse the following applications:*

- *to complete an extension to an existing cabin, Flings Long Pond, Line Road since Crown Lands has indicated that proof of ownership is required.*

Favour 5; Opposed 0; **Carried**

**6.1 Correspondence, requiring Council's decision**

- a) Department of Municipal and Provincial Affairs, Office of the Deputy Minister  
RE: National Day for Truth and Reconciliation on September 30, 2021.  
Consideration for the Town to observe a holiday for the National Day for Truth and Reconciliation.

Mayor Butt asked if he was in conflict on this matter as his wife is an employee of the town.

**Motion 21-318****A. Dowden / D. Doyle**

*Under Section 209 of the Municipalities Act, Be it Resolved that the Town of Carbonear considers Mayor Butt to be in conflict of interest on the consideration of a staff holiday for the National Day for Truth and Reconciliation on September 30, 2021 as his wife is an employee of the Town of Carbonear.*

Favour 4; Opposed 0; **Carried**

Mayor Butt did not vote on the motion.

Mayor Butt then left the meeting.

**Motion 21-319****D. Kennedy / D. Doyle**

*Resolved that the Town of Carbonear will observe a holiday for the National Day for Truth and Reconciliation on September 30, 2021 to honour residential school survivors and raise awareness about the terrible legacy of residential schools in Canada.*

Favour 4; Opposed 0; **Carried**

Mayor Butt was called back into the meeting.

6.2 Correspondence received and action taken

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

- a) Government of Newfoundland and Labrador
  - Municipal and Provincial Affairs, Office of the Minister  
Circular on Canada Community Building Fund – Eligibility of Fire Station Infrastructure. Deadline to apply December 31, 2021  
Forwarded to the Chief Administrative Officer and the Fire Chief  
*Referenced the correspondence, this relates to the announcement of the expansion of the eligible investments categories of the Canada Community Building Fund (formerly known as the Gas Tax Fund) to include fire hall and fire station infrastructure. Examples of Eligible Projects and Ineligible items have been provided.*
  - Department of Justice and Public Safety  
RE: Weather Advisory for an incoming weather system.  
Copied to the Director of Operations and Public Works
  - Municipal and Provincial Affairs  
RE: the Department encourages municipalities to follow the COVID-19 guidance from the Department of Health and Community Services  
Copied to Administration and Council
- b) Municipalities NL
  - James Hiscock Memorial Scholarship  
Copied to Council and Staff
  - MNL Annual General Meeting, November 4-6 in Corner Brook. Due to COVID-19 Public Health Guidelines, MNL will only accommodate 2 in person registrations from each municipality.  
Copied to Council
  - MNL and PMA recognize September 30 as the National Day for Truth and Reconciliation and Orange Shirt Day. MNL and PMA encourages municipal leaders and staff to mark September 30 this year by reflecting on the ways in which you can advance truth and reconciliation in your own community. Wear orange.  
Copied to Council.
- c) MMSB  
RE: Community Waste Diversion Fund, deadline October 29  
Forwarded to the Public Works, Waste Management and Community Services committee
- d) Property owner, Park Avenue  
RE: Complaint of neighbour's fence  
Forwarded to the Public Works, Waste Management and Community Services committee
- e) Carbonear Public Library  
RE: Thank you to the Town for partnering with the library this past summer on various events.  
Copied to the Chief Administrative Officer

7. Committee Reports  
None listed.

8. Reports of Chief Administrative Officer and Department Heads

a) Director of Operations and Public Works

Director of Operations and Public Works reviewed the following from his report with Council:

- Adelaide Street WSR Refurbishments and Upgrades  
Requesting a motion from council to engage a consultant using the Pre-Qualified Short List.

**Motion 21-320**

**A. Dowden / D. Doyle**

*Resolved that the Town of Carbonear proceed with a limited call for proposals for prime consulting services for the Adelaide Street WSR Refurbishments and Upgrades Project.*

Favour 5; Opposed 0; **Carried**

CAO will present a recommendation to Council after reviewing the proposals received.

- Valley Road Water, Sewer, and Street Upgrading Phase 3  
Request to approve addition to contract of \$2,860 for curb that was not included in unit price schedule

**Motion 21-321**

**C. O'Grady / A. Dowden**

*Resolved that the Town of Carbonear approve an addition to the contract for Valley Road Water, Sewer, and Street Upgrading Phase 3 for the following two line items and amounts of*

- Class A Granular Base (Shouldering) \$1,200 + HST
- Curb \$2,860 + HST

*for the curb around the median at the intersection that was included in the drawings, but not included in the unit price schedule.*

Favour 5; Opposed 0; **Carried**

Questions for the Director:

Councillor Kennedy asked if the Old Town Hall demolition has been completed. Director of Ops & PW advised it has been completed and payment has been recommended with a 10% holdback.

Deputy Mayor O'Grady asked if the ditches along the north side of Valley Road will remain along with the sidewalk and curb.

Director of Ops & PW advised that there will be sidewalk and curb as well as open ditch.

9. Finance

a) Operating Invoices over \$2,000.00 in the amount of.....\$150,602.47

**Motion 21-322**

**C. O'Grady / A. Dowden**

*Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$150,602.47 as submitted to Council.*

Favour 5; Opposed 0; **Carried**

b) Capital Invoices:

**Conception Bay Regional Community Centre Extension**

*Eastern Contracting Ltd, Claim # 9..... \$79,382.57*

**Highroad South Water & Sewer**

Dynamic Engineering Ltd, Invoice # 1322.....\$3,119.37  
Dynamic Engineering Ltd, Invoice # 1352.....\$3,717.38  
**Water, Sewer & Street Upgrading, Marshall Drive**  
Precision Excavation Ltd, CP#1.....\$143,188.81

**Motion 21-323**

**C. O'Grady / A. Dowden**

*Resolved that the Town of Carbonear approve for payment the list of capital invoices totaling \$229,408.13 as listed on the agenda.*

Favour 5; Opposed 0; **Carried**

10. Regulations  
None listed.

11. New Business  
None listed.

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

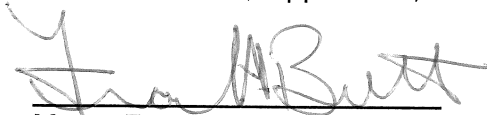
13. Adjournment  
It was noted that our next Regular Council meeting would be on Tuesday, October 12, 2021 which is 14 days after the election.


**Motion 21-324**

**A. Dowden / C. O'Grady**

*Resolved that the meeting adjourn at 5:50pm with the next Regular Council meeting to be held on Tuesday, October 12, 2021 at 5:30pm in person in the Council Chambers.*

Favour 5; Opposed 0; **Carried**

  
\_\_\_\_\_  
Mayor Frank Butt

  
\_\_\_\_\_  
Cathy Somers, Town Clerk