

Minutes of a regular meeting of the Council of the Town of Carbonear held in Council Chambers and with attendees via Zoom webinar, Dec. 14th, 2021 at 5:30pm

Also Present:	Town Clerk	Cathy Somers
	Chief Administrative Officer	Cynthia Davis
	Director of Operations	
	& Public Works	Ian Farrell
	Economic Development & Tourism Officer	Kerri Abbott

- Page 1 of 9

Mayor Butt and Councillor Noel then left the meeting.

Deputy Mayor Slade assumed the position of Chair.

Motion 21-411

C. O'Grady / D. Doyle

Resolved that the Town of Carbonear approve the proposed tentative collective agreement between the Town of Carbonear and the Teamsters Local 855 for the period January 1, 2022 – December 31, 2025 as presented.

Favour 5; Opposed 0; **Carried**

Mayor Butt and Councillor Noel were called back into the meeting and Mayor Butt assumed the position of Chair.

5. Proclamations / Presentations / Delegations
None listed.

6. Permits and Correspondence

- 6.1 Permit Listing # 9739-9755

Councillor Doyle asked Council to review the list of permits for any possible conflict of interests.

Motion 21-412

D. Doyle / R. Noel

Resolved to approve permits #9739-9755, omitting 9746 (void) 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 7; Opposed 0; **Carried**

- 6.2 Correspondence, requiring Council's decision

- a) Town of Carbonear Municipal Plan Amendment No. 27 and Development Regulation Amendment No. 39, 2021.
Resolutions to adopt are required.

Motion 21-413

D. Doyle / P. Snow

Under the authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Carbonear adopts Municipal Plan Amendment No. 27, 2021. and

Under the authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Carbonear adopts Development Regulations Amendment No. 39, 2021.

Favour 7; Opposed 0; **Carried**

- b) Highroad South Water & Sewer (17-GI-20-00039)
Change Order No.4 at no charge for the addition of one day to the project schedule due to a delay caused by the discovery of an unknown buried manhole.
Recommended by the Director of Operations and Public Works.
Motion 21-414 **S. Slade / C. O'Grady**
Resolved that the Town of Carbonear approve Change Order No. 4 for the Highroad South Water and Sewer project at no additional charges for the addition of one day to the project schedule due to a delay caused by the discovery of an unknown buried manhole.

Favour 7; Opposed 0; **Carried**

- c) Highroad South Water & Sewer (17-GI-20-00039)
Change Order No.5 for additional work due to encountering aged infrastructure in the amount of \$8624.25 (HST included)
Recommended by the Director of Operations and Public Works.
Motion 21-415 **S. Slade / P. Snow**
Resolved that the Town of Carbonear approve Change Order No. 5 in the amount of \$8,624.25 HST included for additional work due to encountering aged infrastructure on the Highroad South Water & Sewer project.
Favour 7; Opposed 0; **Carried**

6.3 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
- Department of Environment and Climate Change, Water Resources
RE: Spring 2021 Drinking Water Quality Data
Copied to the Chief Administrative Officer and the Director of Operations and Public Works. Placed on file.
 - Department of Transportation and Infrastructure
RE: 17-MYCW-22-00030 – Adelaide Street Water Sewer Storm upgrades. The province has completed review and Harris & Associates was selected in the amount of \$68,094.38 (HST included). The Prime Consultant Agreement was reviewed and signed and returned to the province.
 - Local Governance and Land Use Planning
RE: Cyber Security Awareness
Copied to the Chief Administrative Officer, Town Clerk and staff
- b) Municipalities NL
Various InfoNotes forwarded to Council.
- c) Federation of Municipalities
Various emails forwarded to Council.
- d) Eastern Regional Service Board
RE: Glenn Clarke, Councillor, Town of Victoria has been re-elected to the Eastern Regional Service Board for the area of Trinity Bay North
Placed on file.
- e) Service Canada
RE: Call for proposals through New Horizons for Seniors program
Forwarded to Recreation, Special Events, Tourism and Culture committee
- f) Property owner, Water Street
RE: waterfront south of the property
Forwarded to Public Works, Waste Management and Community Services committee.
- g) Property owner, London Road
RE: condition of property on Powell Drive
Forwarded to Economic Development, Planning and Land Use Development committee
- h) Property owner, Longs Hill

RE: Request to keep greenhouse on the property until sold
Forwarded to Economic Development, Planning and Land Use
Development committee

- i) Property owner, Forest Road
RE: Request to keep greenhouse on the property until spring
Forwarded to Economic Development, Planning and Land Use
Development committee

- j) Canoe Procurement Group of Canada
RE: Canoe Procurement Group Buying Program
Forwarded to the Chief Administrative Officer, Town Clerk and
Department Heads. Placed on file.

7. Committee Reports

- a) Public Works, Waste Management and Community Services
Deputy Mayor Slade advised the committee met on November 24th and
advised Council they could peruse through the committee meeting
minutes. Any questions can be addressed to CAO, Councillor Seymour
or Deputy Mayor Slade.

Deputy Mayor Slade noted that he is bringing forward the following
motions related to the Public Works Committee:

Motion 21-416 **S. Slade / R. Noel**

*Resolved to approve the purchase of SCBA for the Fire Department in the
amount of \$104,270 plus HST from K&D Pratt.*

Favour 7; Opposed 0; **Carried**

Motion 21-417 **S. Slade / C. O'Grady**

*Resolved to request an approval to borrow from the Department of
Municipal and Provincial Affairs to borrow from Scotiabank, the sum of
\$63,000 at a rate of prime + 0.25% for the purchase of SCBA for the Fire
Department for a term of 5 years amortized over 10 years.*

Favour 7; Opposed 0; **Carried**

Motion 21-418 **S. Slade / P. Snow**

*Resolved to purchase hose for the new pumper from Wolseley in the
amount of \$2,951.90 plus HST.*

Favour 7; Opposed 0; **Carried**

Councillor Doyle inquired about the time line to have the building which
the Town purchased on Water Street east.

Deputy Mayor Slade advised the building will have to be inspected for
asbestos.

Director of Operations and Public Works advised he is preparing the
documents and when they are ready, we will tender for demolition, after
the assessment for asbestos is completed.

- b) Economic Development, Planning and Land use Development Committee
Councillor Doyle advised that the Committee met on December 8th.
Councillor Doyle noted the following from the committee:
Municipal Plan Amendment No. 27, Development Regulations
Amendment No. 39

The public consultation notice deadline was November 25. A public

hearing will be required after provincial review.

Councillor Doyle presented the following motions on behalf of the committee:

Motion 21-419

D. Doyle / P. Snow

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 White Carriage Lane to construct a fence and place truck box conditional upon no objections to the discretionary use notice;*
- *27 Goff Avenue - to operate a Spa (Nail Salon, Waxing) conditional upon no objections to the discretionary use notice, approval from Service NL and other applicable approvals from other government department and agencies;*
- *17 Patrick Street, to construct a front and side deck per Section 10, Discretionary Powers of Council;*
- *150 Water Street to operate a metaphysical store conditional up approval from Service NL and other applicable approvals from other government department and agencies;*
- *206 Water Street to install new ramp stairs and accessible parking space.*

Favour 7; Opposed 0; **Carried**

Motion 21-420

D. Doyle / C. O'Grady

Resolved to send an order under the Solid Waste Disposal Regulations to the property situate 211 Water Street to have the dumpsters removed from the property.

Favour 7; Opposed 0; **Carried**

Motion 21-421

D. Doyle / P. Snow

Resolved to send a removal order to the following properties that have completed development contrary to the Town of Carbonear Municipal Plan and Development Regulations.

- *1 Church Street to remove the deck;*
- *154 Forest Road to remove the deck;*
- *6 Sutton's Hill to remove the deck*

Favour 7; Opposed 0; **Carried**

Motion 21-422

D. Doyle / P. Snow

Resolved to send an order to cease business operations at property situate 42 Powell Drive

Favour 7; Opposed 0; **Carried**

Question: Deputy Mayor Slade asked why the order is being recommended. Councillor Doyle advised that it is because the business owner is not meeting the requirement of the permit.

- c) Recreation, Special Events, Culture and Tourism
Councillor Seymour advised the committee met on December 1st and noted the following from the committee meeting:

National Softball Tournament

Discussed by the Committee, further investigation will take place on the matter. The Director of Recreation and the CAO to meet with the organizing committee.

Special Events, Culture & Tourism

Since the outdoor tree has not arrived, the Annual Tree Lighting has been postponed until December 9.

Councillor Seymour asked the EDTO for an update on the tree. EDTO advised the tree arrived today, hoping to have it put up tomorrow and possibly hold the tree lighting on Thursday.

Canadian Heritage, RE: Museums Assistance Program

An application has been submitted.

Young Canada Works

Deadline to submit proposals for job opportunities is February 3, 2022

The Town was successful last year in hiring two students under this program. The EDTO will reapply.

Budget items

The following were some amounts reviewed by the committee for consideration of new items in the 2022 budget.

- Softball new items \$34,500
- Football / Soccer new items \$2,600
- Maintenance new items \$47,000
- Recreation Plan & Development \$20,000
- Pool new items \$7,000
- Recreation Items being carried forward from 2021 that have not yet been completed \$173,000

Animal Control Regulations Amendment

This item is deferred for further review by Committee and with Council.

Ongoing Items

These items are deferred for further discussion in the spring.

Councillor Doyle inquired about the water build up in the newly renovated change rooms. She noted that she is disappointed that we have to do additional work now to address this matter and inquired as to why this was not identified in the original design.

CAO the contract is based on unit pricing, there are always things that come up during construction and sometimes change orders are requested. However, on this matter it is being suggested to obtain pricing to have the additional work completed.

d) Administration and Finance

Councillor O'Grady advised that the Committee met on November 15th and noted the following from the meeting:

Vaccination Policy – still working on this policy

Splash Centre, Re: Request for financial support

The committee recommends having further discussion with the whole of Council on this matter.

Additional Requests

Department of Education, Re: Child Care Capacity Funding Initiative

The committee did not recommend the Town making application under this initiative.

Newfoundland and Labrador Provincial Youth Forum for Girl Guides of Canada, RE: request for donation items

The request does not meet the requirements of the Donation Policy. The committee does not recommend a donation.

Avalon North Wolverines Search and Rescue, RE: Request to support fund raising efforts to buy a new mobile command post.

The committee noted this volunteer organization does great work in the Conception Bay North area and the committee had no issue in contributing; however, there was no reference to an expected amount.

The committee recommends forwarding this item to the CBN Joint Council for further discussion with all communities in the area to recommend an amount per capita for towns in the area.

Quote for Live stream Council Meetings

The committee recommends purchase of the equipment quoted.

Motion 21-423 **C. O'Grady / P SNow**

Resolved to approve the purchase of audio and video equipment to live stream regular council meetings from Snow Security in the amount of \$6,298 plus HST.

Favour 7; Opposed 0; **Carried**

2022 Budget

Work on the 2022 Budget is still ongoing. The Committee will meet with Council tomorrow to review same.

2022 Budget will be recommended for adoption at the next Council meeting at the next Regular Council Meeting.

8. Reports of Chief Administrative Officer and Department Heads
None listed.

9. Finances

- a) Operating Invoices over \$2,000.00 in the amount of..... \$106,848.10

Motion 21-424 **C. O'Grady / S. Slade**

Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$106,848.10 as submitted to Council.

Favour 7; Opposed 0; **Carried**

- b) Capital Invoices:

Highroad South, Water and Sewer

Black Diamond Construction Ltd, Claim # 3.....\$88,860.96

Black Diamond Construction Ltd, Claim # 4.....\$203,620.52

Motion 21-425 **C. O'Grady / S. Slade**

Resolved that the Town of Carbonear approve for payment the following invoices as submitted to Council:

Highroad South, Water and Sewer Project

Black Diamond Construction Ltd, Claim # 3.....\$88,860.96

Black Diamond Construction Ltd, Claim # 4.....\$203,620.52

Favour 7; Opposed 0; **Carried**

Barrier Fee Family Change Room Renovations – Carbonear Pool

Can-Am Platforms & Construction Ltd, Claim #8.....	\$10,910.43
Can-Am Platforms & Construction Ltd, Claim #9.....	\$23,373.48
Can-Am Platforms & Construction Ltd, Claim #10.....	\$3,477.60
Can-Am Platforms & Construction Ltd, Release of holdback....	\$28,175.55

Motion 21-426

C. O'Grady / R. Noel

Resolved that the Town of Carbonear approve for payment the following invoices as submitted to Council:

Barrier Fee Family Change Room Renovations – Carbonear Pool

Can-Am Platforms & Construction Ltd, Claim #8.....	\$10,910.43
Can-Am Platforms & Construction Ltd, Claim #9.....	\$23,373.48
Can-Am Platforms & Construction Ltd, Claim #10.....	\$3,477.60
Can-Am Platforms & Construction Ltd, Release of holdback....	\$28,175.55

Favour 7; Opposed 0; **Carried**

Water, Sewer & Street Upgrading, Marshall Drive

Precision Excavation Ltd, Claim # 2.....	\$28,824.75
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Motion 21-427

C. O'Grady / R. Noel

Resolved that the Town of Carbonear approve for payment the following invoices as submitted to Council:

Water, Sewer & Street Upgrading, Marshall Drive

Precision Excavation Ltd, Claim # 2.....	\$28,824.75
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Favour 7; Opposed 0; **Carried**

Water, Sewer, Storm Sewer & Street Upgrading, Valley Road, Phase 3

Kelco Construction Inc, Claim # 3.....	\$78,648.30
Kelco Construction Inc, Claim # 4.....	\$9,773.51
Harris & Associates, Invoice # 6887.....	\$3,813.08
Total Invoices for Valley Road, Phase 3	<u>\$92,234.89</u>

Councillor Noel declared a conflict of interest on the Valley Road, Phase 3 project as his parents own property in the area.

Councillor Noel then left the meeting.

Motion 21-428

C. O'Grady / S. Slade

Resolved that the Town of Carbonear approve for payment the list of capital invoices for the Valley Road, Phase 3 project totaling \$92,234.89 as submitted to Council.

*Favour 6; Opposed 0; **Carried***

Councillor Noel was called back into the meeting.

10. Regulations for Adoption
None listed.

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

12. New Business
None listed.

- Deputy Mayor Slade commended the CAO and Councillor O'Grady on the great work on the union negotiations.

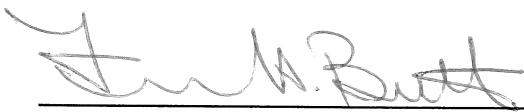
- Deputy Mayor Slade noted the equipment just authorized will make it easier for Council and the public to participate and view future meetings of council.
- Councillor Doyle noted that the Splash Centre is participating in a competition, members of the public can go in and vote for the splash centre as many times as you want.
- Mayor Butt noted that he has received many positive comments on the downtown lights.
- Inquiry on staff party this year. CAO advised that a staff gathering is not recommended as per public health guidelines. For business continuity for the Town, it is not recommended that all staff would be present at the same location for a social gathering.
Discussed.
CAO and management to determine an appropriate acknowledgement for staff.

13. Adjournment

Motion 21-429

S. Slade / C. O'Grady

Resolved that the meeting adjourn at 6:18pm and that Council meet again for a Regular Council Meeting on Tuesday, December 21, 2021 at 5:30pm.



Mayor Frank Butt



Cathy Somers, Town Clerk