

**Town of Carbonear**  
**Regular Council Meeting, December 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, Dec. 21<sup>st</sup>, 2021 at 5:30pm

**Members Present:** Mayor Frank Butt  
Councillors Sam Slade  
Danielle Doyle  
Chris O'Grady  
Ray Noel  
Malcolm Seymour  
Peter Snow

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

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1. Calling of Meeting to Order  
Mayor Butt welcomed everyone to the meeting and called the meeting to order at 5:35pm. Several participants are registered for today's Council meeting viewing through Zoom.
  2. Approval of the Agenda for December 21, 2021 Regular Meeting  
**Motion 21-430 R. Noel / C. O'Grady**  
*Resolved to adopt the agenda of the December 21, 2021 Regular Meeting of Council as presented.*  
Favour 7; Opposed 0; **Carried**
  3. Adoption of the minutes
    - a) Regular Meeting – December 14, 2021  
**Motion 21-431 S. Slade / D Doyle**  
*Resolved to adopt the minutes of the December 14, 2021 Regular Meeting of Council as presented.*  
Favour 7; Opposed 0; **Carried**
  4. Business Arising from Minutes  
No business arising.
  5. Proclamations / Presentations / Delegations  
None listed.
  6. Permits and Correspondence
    - 6.1 Permit Listing # 9756-9757  
Councillor Doyle asked Council to review the list of permits for any possible

conflict of interests.

**Motion 21-432**

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

*Resolved to approve permits #9756-9757, 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) Water, Sewer & Street Upgrading Marshall Drive, 17-GI-21-00092  
RE: Change order in the amount of \$11,909.59 to Precision Excavation Ltd as a result of widening from 4 to 5 meters not included in the original contract.

**Motion 21-433**

**S. Slade / P. Snow**

*Resolved to approve a change order in the amount of \$11,909.59 to Precision Excavation Ltd as a result of widening the road from 4 to 5 meters not included in the original contract.*

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) Federation of Municipalities  
RE: FCM Connect information notices forwarded to Council
- b) Municipalities NL  
RE: Info Notes forwarded to Council
- c) Property owner, Burgess Place  
RE: Snow clearing concern and property drainage concern  
Forwarded to the Public Works, Waste Management and Community Services committee
- d) Eastern Regional Service Board  
RE: ERSB Waste Collection Contract Extension 2022  
Forwarded to the Public Works, Waste Management and Community Services committee
- e) Property owner, Water Street  
RE: Proposed renovations to building  
Forwarded to Development committee
- f) Service Canada  
RE: Canada Summer Jobs, deadline for applications January 23, 2022.  
Forwarded to the Chief Administrative Officer, Director of Recreation, Economic Development and Tourism Officer and the Recreation, Special Events, Tourism & Culture committee
- g) Government of NL, Department of Digital Government and Service NL  
RE: Consultations on Buildings Accessibility Act through Engage NL.  
Forwarded to Council and staff

7. Committee Reports

- a) Public Works, Waste Management and Community Services committee

Deputy Mayor Slade advised the committee met on December 15<sup>th</sup> 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 motion related to the Public Works Committee:

**Motion 21-434**

**S. Slade / M. Seymour**

*Resolved to send orders to the following property:*

- 42 Irishtown Road to complete property clean up.

Favour 7; Opposed 0; **Carried**

Councillor Doyle noted that when the committee met they did not have the email requests for budget items. She noted that department heads should be given a timeline in November to provide their budget requests. It was noted that a timeline was given to the department heads for the submission of their budget requests. Councillor Doyle noted that she would like to have more time to review the final budget request.

b) Finance and Administration

- Budget 2022

A copy of the draft 2022 Budget was previously provided to Council members for their review.

Finance Chair, Councillor O'Grady, presented his budget speech summarizing the 2022 budget.

**Motion 20-435**

**C. O'Grady / S. Slade**

*Resolved to approve the 2022 budget with operating revenues and expenditures of \$8,585,657 and the accompanying Tax Structure identifying the schedule of rates and fees for 2022 as presented.*

Favour: 7; Opposed 0; **Carried**

Deputy Mayor Slade thanked Councillor O'Grady and members of the Finance Committee and staff for their work on the 2022 Budget.

c) Economic Development, Planning and Land use Development Committee  
Councillor Doyle presented the following motion:

**Motion 21-436**

**C. O'Grady / P. Snow**

*Resolved to refuse the application to construct an accessory building for the purposes of a home - based health spa business at 43 Highroad North for the following reasons:*

- the development exceeds the maximum allowance of 81 m<sup>2</sup> for a one storey accessory buildings; and
- the home - based business cannot exceed 25% of the total floor area of the dwelling, up to a maximum of 45 m<sup>2</sup>.

Favour 7; Opposed 0; **Carried**

8. Reports of Chief Administrative Officer and Department Heads  
No reports listed.

9. Finances

- a) Operating Invoices over \$2,000.00 in the amount of..... \$44,560.89

**Motion 21-437****C. O'Grady / P. Snow**

*Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$44,560.89 as submitted to Council.*  
 Favour 7; Opposed 0; **Carried**

b) **Capital Invoices:****Storm Sewer & Street Upgrading -White's Road – PN 20-126**

Concord Paving Limited, Claim # 2.....5,032.77

Mayor Butt declared a conflict of interest on the White's Road project as his sister owns property in the area.

Councillor Noel declared a conflict of interest on the White's Road project as his sister-in-law owns property in the area.

Mayor Butt and Councillor Noel then left the meeting.

Deputy Mayor Slade assumed the position of Chair.

**Motion 21-438****C. O'Grady / P. Snow**

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

**Storm Sewer & Street Upgrading -White's Road – PN 20-126**

Concord Paving Limited, Claim # 2.....5,032.77

Favour 5; Opposed 0; **Carried**

Mayor Butt and Councillor Noel were called back into the meeting.

Mayor Butt assumed the position of Chair.

**Storm Sewer & Street Upgrading – Powell Drive, PN 20-111**

Concord Paving Limited, Claim # 2.....\$312,261.39

**Motion 21-439****C. O'Grady / P. Snow**

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

**Storm Sewer & Street Upgrading – Powell Drive, PN 20-111**

Concord Paving Limited, Claim # 2.....\$312,261.39

Favour 7; Opposed 0; **Carried**

**Street Upgrading & Paving - PN 21-109**

(Nicholl Place, Pondsides Hill, Winter Place, Osmond's Lane, Bottom of Burnt Head Road, King's Hill, Bottom of Bunker's Hill, Saddle Hill, Forest Road to Fortune Road)

Concord Paving Limited, Claim # 1.....\$265,477.69

Deputy Mayor Slade declared a conflict of interest on the project as Bunker's Hill is included in this project and Deputy Mayor Slade owns property on Bunker's Hill.

Deputy Mayor Slade then left the meeting.

**Motion 21-440****C. O'Grady / P. Snow**

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

**Street Upgrading & Paving - PN 21-109**

(Nicholl Place, Pondsides Hill, Winter Place, Osmond's Lane, Bottom of Burnt Head Road, King's Hill, Bottom of Bunker's Hill, Saddle Hill, Forest Road to Fortune Road)

Concord Paving Limited, Claim # 1.....\$265,477.69

Favour 6; Opposed 0; **Carried**

Deputy Mayor Slade 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  
Councillor O'Grady gave a brief report on his attendance at the CBN Joint Council meeting. The CBNJC will be reaching out to all member councils in the new year regarding plans to raise funds for a mental health crisis team.

Mayor Butt advised the tree lighting took place and the tree looks great.

Christmas Parade also took place this past Saturday.

Fire Department had a number of calls this week.

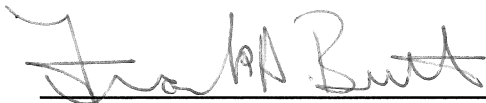
Mayor Butt wished all present and our residents to have a safe Christmas and to remember the true meaning of Christmas.

13. Adjournment

**Motion 21-441**

**S. Slade / M. Seymour**

*Resolved that the meeting adjourn at 6:08pm and that Council meet again for a Regular Council Meeting on Tuesday, January 11, 2022 at 5:30pm.*



Mayor Frank Butt



Cathy Somers, Town Clerk