

Town of Carbonear
Regular Council Meeting November 8, 2022
Minutes of a regular meeting of the Council of the Town of Carbonear held
In Council Chambers, November 8, 2022 at 5:30pm

Members Present: Mayor Frank Butt (attending remotely)
Deputy Mayor Sam Slade
Councillor Danielle Doyle
Ray Noel
Malcolm Seymour
Peter Snow

Members Absent: Councillor Chris O'Grady

Also Present: Town Clerk / Director of Financial Operations Cathy Somers
Director of Operations & Public Works Ian Farrell
EDTO Kerri Abbott

Also Absent: Chief Administrative Officer Cynthia Davis

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1. Calling of Meeting to Order
Mayor Butt is attending the meeting remotely by telephone and Deputy Mayor Slade is chairing the meeting.
Deputy Mayor Slade welcomed everyone to the meeting and called the meeting to order at 5:37pm. The meeting is being broadcasted through YouTube.
 2. Approval of the Agenda for November 8, 2022 Regular Meeting
Motion 22-326 R. Noel / D. Doyle
Resolved to adopt the agenda of the November 8, 2022 Regular Meeting of Council as presented to Council.
Favour 6; Opposed 0; **Carried**
 3. Adoption of the minutes
 - a) Regular Meeting – October 25, 2022
Motion 22-327 P. Snow / M. Seymour
Resolved to adopt the minutes of the October 25, 2022 Regular Meeting of Council as presented.
Favour 6; Opposed 0; **Carried**
 4. Business Arising from Minutes
 - a) Harbourside Transportation Consultants Ltd
RE: Consultant recommends to proceed to tender for the 2022 Paving

Program.

Motion 22-328

M. Seymour / P. Snow

Whereas the engineering consultant has provided issued for tender documents for the 2022 Paving Program,

Be it resolved to approve the tender call in accordance with the Public Procurement legislation.

Favour 6; Opposed 0; **Carried**

b) Council Standing Committee Structure

Motion 22-329

P. Snow / D. Doyle

Resolved that the Town of Carbonear amend the current Council Standing Committees as follows:

Public Works, Waste Management and Community Services:

- Deputy Mayor Slade(Chair)
- Councillor Seymour
- Councillor Noel

Economic Development, Planning and Land Use Development

- Councillor Doyle(Chair)
- Councillor Snow
- Councillor O'Grady

Recreation, Special Events, Tourism & Culture

- Councillor Seymour(Chair)
- Councillor Noel
- Deputy Mayor Slade

Administration and Finance

- Councillor O'Grady(Chair)
- Councillor Snow
- Councillor Doyle

Favour 6; Opposed 0; **Carried**

5. Proclamations / Presentations / Delegations
None listed

6. Permits and Correspondence

6.1 Permit Listing # 10104-10116

Councillor Doyle asked Council to review the list of permits for possible conflicts.

Deputy Mayor Slade asked if he would be considered in conflict on permit #10115 as it was for his cousin.

Councillor Doyle assumed the position of Chair.

Motion 22-330

R. Noel / P. Snow

Under Section 6. (5) of the Municipal Conduct Act, Be it Resolved that the Town of Carbonear does not consider Deputy Mayor Slade to be in conflict of interest on the matter of Permit # 10115 being presented at this meeting.

Favour 5; Opposed 0; **Carried**

Deputy Mayor Slade did not vote on the motion.

Deputy Mayor Slade assumed the position of Chair.

Motion 22-331

D. Doyle / M. Seymour

Resolved to approve permits # 10104-10116 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 6; Opposed 0; **Carried**

Councillor Doyle noted that new housing starts are up to nine for 2022, which is higher than what we have had since Covid started.

- 6.2 Correspondence, requiring Council's decision
None listed

- 6.3 Correspondence received and action taken
Council reviewed the following correspondence and approved the action taken on each item:
Deputy Mayor Slade noted that he will attend Remembrance Day ceremonies at both schools on behalf of Council.

a) Government of NL

- Municipal and Provincial Affairs
RE: 2023 Municipal Budget Form
Copied to Chief Administrative Officer, Town Clerk and the Administration and Finance committee
- Municipal and Provincial Affairs, Office of the Deputy Minister
RE: Urban and Rural Planning Act, 2000, Public Hearings, Plan Registrations & Appeals
Forwarded to the Chief Administrative Officer and the Development committee
- Municipal and Provincial Affairs
RE: Final Report for Come Home Year Celebrations
Copied to the Economic Development and Tourism Officer for completion.

b) MP Ken McDonald

RE: Celebrate Canada Application. Deadline November 21, 2022
Copied to the Chief Administrative Officer, Economic Development and Tourism Officer and the Director of Recreation
Question: What is included under this application. EDTO advised this would include Multi-Culturalism Day funding and Canada Day funding.

c) Municipal Assessment Agency

RE: draft 2021 Report to Stakeholder Minutes, 2021-2022 Annual Report and Financial Statements for year ended March 31, 2022
Copied to Council and Administration

- d) NL Public Health Laboratory, Test results of water samples collected on September 12, 2022 at North Atlantic, Shell, Esso, Red Circle. Results marked satisfactory. Placed on file.
- e) Individual complaint untidy property London Road
Forwarded to the Chief Administrative Officer and the Municipal Enforcement Officer.
- f) Heritage NL
RE: Registered Heritage structure plaques for the Rorke Store and Railway Station
Forwarded to the Chief Administrative Officer and the Economic Development and Tourism Officer
- g) Community Sector Council NL
RE: Invitation to attend session focusing on opportunities to make the community sector stronger facilitated by Dr. Susan Murray. Splash Centre, 11 am – 3 pm. November 15. RSVP by November 8.
Copied to Council and Administration, Director of Recreation and the Economic Development and Tourism Officer
- h) Carbonear Collegiate
RE: Invitation to attend Remembrance Day Assembly, Thursday, November 10 at 11:45 AM. RSVP by November 8.
Copied to Council.
- i) Bethany United Church Fundraising committee
RE: Truck or Treat Walk
Forwarded to Recreation, Special Events, Culture and Tourism committee
- j) Learning Disabilities Association of Newfoundland and Labrador
RE: Adult Literacy free service for adults
Poster to be shared on social media and a copy placed in the lobby. Also forwarded to the library.
- k) Federal Minister for Emergency Preparedness
RE: Virtual Meeting, November 8 at 3 pm for a dialogue on the Disaster Financial Assistance Arrangement program, emergency preparedness and community resilience.
Forwarded to the Chief Administrative Officer and the Director of Operations and Public Works
- l) CBDC Trinity Conception
RE: Invitation to attend Christmas Open House and Business Distinction Awards. December 1, from 3 – 5 pm. Brigus Mercantile Company.
Copied to Council and Administration.

7. Committee Reports

- a) Public Works, Waste Management, and Community Services
Councillor Seymour noted that the committee met on October 27

Council can peruse and ask any questions. Councillor Seymour presented the following motions:

Tender for sale, property of 190 Water Street

Motion 22-332 **M. Seymour / R. Noel**

Whereas the RFP advertised did not yield any interest for the property 190 Water Street,

Be It Resolved that the Town of Carbonear tender for sale the property 190 Water Street, with conditions of sale to include a two year development agreement of the property.

Favour 6; Opposed 0; **Carried**

Fire Hall asphalt repairs

Deputy Mayor Slade advised he is an honorary member of the Fire Department. Mayor Butt is an active member of the Fire Department but not a member of the executive.

Both Deputy Mayor Slade and Mayor Butt asked if Council considers them to be in conflict of interest on the matter.

Councillor Doyle assumed the position of Chair.

Motion 22-333 **R. Noel / P. Snow**

Under Section 6. (5) of the Municipal Conduct Act, Be it Resolved that the Town of Carbonear does not consider Deputy Mayor Slade or Mayor Butt to be in conflict of interest on the matter of the Fire Hall asphalt repairs. being presented at this meeting.

Favour 4; Opposed 0; **Carried**

Deputy Mayor Slade and Mayor Butt did not vote on the matter.

Deputy Mayor Slade assumed the position of Chair.

Motion 22-334 **M. Seymour / P. Snow**

Resolved to approve Concord Paving to complete repairs to the asphalt at the Fire Hall at a cost of \$7,400 plus HST

Favour 6; Opposed 0; **Carried**

Councillor Doyle inquired about concerns addressed with vehicles parking at the mall in 'No Parking' areas. She inquired if the Town could do a public service announcement on the matter.

It was noted that our MEO does periodic visits at the Mall parking lot and does issue tickets for parking violations there.

Deputy Mayor Slade advised that the CAO will make contact with the mall management as well to see if their security might monitor and try and move people along from the 'No Parking' areas.

Councillor Noel suggested that the property owner could consider installing bump outs at the crosswalk areas at the mall to help make people more visible at the crosswalks.

- c) Administration and Finance
Councillor Snow passed along his thoughts and prayers for Councillor O'Grady and his family tonight as his mother is ill.
Councillor Snow advised the committee met on November 1 and presented the following:
Motion 22-335 **P. Snow / M. Seymour**
Resolved that the Town of Carbonear adopt the "Town of Carbonear Strategic Plan: "OUR Strategic Plan 2022-2025" as presented by the EDTO.
Favour 6; Opposed 0; **Carried**
A launch of the strategic plan will be held early in the new year.
Motion 22-336 **P. Snow / R. Noel**
Resolved that the Town of Carbonear contract Appraisal Associates to complete a commercial appraisal on the property of 190 Water Street at a cost of \$3,100 plus HST.
Favour 6; Opposed 0; **Carried**
Councillor Doyle noted she has a question on the Line Road fire protection. Deferred, as there would no be a quorum due to the councillors who are in conflict of interest on the matter.
- d) Recreation, Special Events, Culture and Tourism
Councillor Seymour advised the committee met on November 2nd and presented the following:
Councillor Seymour thanked the EDTO, businesses and residents for the success of the Fall Festival
Councillor Seymour noted that there were a lot of items discussed by Committee.
Councillor Seymour presented the following motion:
Motion 22-337 **M. Seymour / P. Snow**
Resolved to purchase a CNC portable Router at a cost of \$4,890.00 plus HST from Goliath (RobotShop)
Favour 6; Opposed 0; **Carried**
- Councillor Doyle inquired about the consideration for year round access for playgrounds.
Deputy Mayor Slade asked if the Recreation Director has done research on the matter.
Councillor Snow noted that he viewed some information Councillor O'Grady provided to him and would like further time to review before making a decision.
Councillor Doyle inquired if we have the staffing to support it for completing inspections in the winter.

Councillor Noel noted that the Director of Recreation has done some research, however there is more information coming. The committee will review the matter further before bringing to council for a decision.

Councillor Doyle noted it was a nice gesture for individuals to donate items in memory of family members. There have been several benches put in place. The Director of Recreation takes care of all the donations and there is a list of items that people can choose from when donating.

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

9 Finances

- a) Operating Invoices over \$2,000.00 in the amount of..... \$45,457.70

Motion 22-338 P. Snow / R. Noel 1221-1226

Resolved that the Town of Carbonear approve for payment the list items # 1221-1226 for operating invoices over \$2,000 totaling \$45,457.70 as submitted to Council.

Favour 6; Opposed 0; **Carried**

- b) Capital Invoices:

Street Upgrading & Paving 21-109

Concord Paving, Claim # 3.....\$14,375.00

Water Street – Landscaping, PN 20-105

Harris & Associates, Invoice # 6983..... \$21,436.00

Motion 22-339 P. Snow / R. Noel

Resolved that the Town of Carbonear approve for payment the following capital invoice:

Street Upgrading & Paving 21-109

Concord Paving, Claim # 3.....\$14,375.00

Favour 6; Opposed 0; **Carried**

Motion 22-340 R. Noel / P. Snow

Resolved that the Town of Carbonear approve for payment the following capital invoice:

Water Street – Landscaping, PN 20-105

Harris & Associates, Invoice # 6983..... \$21,436.00

Favour 6; Opposed 0; **Carried**

10. Regulations for Adoption
None listed

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

12. New Business
None listed.

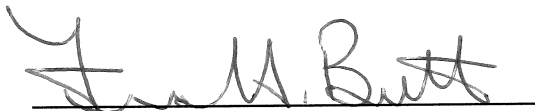
13. Adjournment


Motion 22-341

P. Snow / R. Noel

Resolved that the meeting adjourn at 6:24pm and that Council meet again for a Regular Council Meeting on Tuesday, November 22, 2022 at 5:30pm.

Favour 6; Opposed 0; **Carried**



Mayor Frank Butt

Cathy Somers, Town Clerk