

**Town of Carbonear  
Regular Council Meeting May 9, 2023**

Minutes of a regular meeting of the Council of the Town of Carbonear held  
In Council Chambers, May 9, 2023 at 5:30pm

**Members Present:** Deputy Mayor                      Sam Slade  
   Councillor                      Danielle Doyle  
                                        Chris O'Grady  
                                        Ray Noel  
                                        Malcolm Seymour  
                                        Peter Snow

**Members Absent:** Mayor                                      Frank Butt

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

**Absent:**                                      Chief Administrative Officer                      Cynthia Davis (on vacation)

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1.      Calling of Meeting to Order  
         Deputy Mayor Slade welcomed everyone to the meeting and called the meeting to order at 5:35pm. The meeting is being broadcasted through YouTube.
2.      Approval of the Agenda for May 9, 2023 Regular Meeting  
         **Motion 23-129                                      C. O'Grady / D. Doyle**  
         *Resolved to adopt the agenda of the May 9, 2023 Regular Meeting of Council as presented to Council.*  
         Favour 6; Opposed 0; **Carried**
3.      Adoption of the minutes
  - a)      Regular Meeting – April 25, 2023  
         **Motion 23-130                                      P. Snow / R. Noel**  
         *Resolved to adopt the minutes of the April 25, 2023 Regular Meeting of Council as presented.*  
         Favour 6; Opposed 0; **Carried**
4.      Business Arising from Minutes  
         No business arising.
5.      Proclamations / Presentations / Delegations

- a) The Association of Early Childhood Educators, NL  
Early Childhood Educators' Week Proclamation – May 28-June 2  
**Motion 23-131 C. O'Grady / M. Seymour**  
*Whereas the Association of Early Childhood Educators of Newfoundland and Labrador represents those working in child care and related fields throughout the province, and*  
*Whereas early childhood educators provide developmentally appropriate care and education to children from birth to age twelve in a variety of settings, and*  
*Whereas such care and education fosters the social, emotional, cognitive and physical growth and development of these children and supports families in a variety of ways, and*  
*Whereas this support of children and families insures the future health of our society;*  
*Therefore the Town of Carbonear proclaims the week of May 28<sup>th</sup> to June 3<sup>rd</sup>, 2023 as Early Childhood Educators' Week in the Town of Carbonear.*  
Favour 6; Opposed 0; **Carried**
- b) Municipalities NL, Municipal Awareness Week, May 8-12  
**Motion 23-132 P. Snow / C. O'Grady**  
*Whereas municipal government is responsible for the provision of services that enhance the quality of life of its citizens, and*  
*Whereas dedicated mayors, councillors, and staff are essential for the effective governance of their municipalities, and*  
*Whereas collaboration, partnerships and citizen involvement are essential for active, sustainable and vibrant communities; and*  
*Whereas it is fitting and proper to recognize and encourage the contribution of all who work diligently for the improvement of our municipalities.*  
*Therefore Be It Proclaimed that May 8-12, 2023, be known as Municipal Awareness Week in the Town of Carbonear in recognition of the vital role of municipal government and in recognition of all those efforts that support it.*  
Favour 6; Opposed 0; **Carried**
- c) Diffuse Intrinsic Pontine Glioma (DIPG) Awareness Day – May 17, 2023  
**Motion 23-133 P. Snow / C. O'Grady**  
*Whereas, Diffuse Intrinsic Pontine Glioma (DIPG) is a type of tumor that starts in the brain stem and controls breathing, nerves, and muscles, which can cause problems with everyday functions; and,*  
*Whereas, brain tumors are one of the leading causes of cancer-related deaths in children; and,*  
*Whereas, DIPG is the most common malignant brain tumor found in children, with over 75 percent of brainstem tumors being DIPG; and,*  
*Whereas, most people are unaware that DIPG is the leading cause of brain*

tumour deaths in children, often not finding out about this disease until they know someone whom it affects; and,  
 Whereas, DIPG currently remains incurable, despite decades of clinical trials; and,  
 Whereas, through the work of the DIPG Registry, new data is being used to influence research toward improving treatments and outcomes; and,  
 Whereas, on this day, we should provide support to those who have DIPG and their families and caregivers; raise awareness of this disease, and promote further research and treatment;  
 Now, Therefore the Town of Carbonear, do hereby proclaim May 17, 2023, as Diffuse Intrinsic Pontine Glioma (DIPG) Awareness Day.  
 Favour 6; Opposed 0; **Carried**

Councillor Doyle thanked everyone for wearing the yellow/grey ribbons today in support of awareness of DIPG day.

## 6. Permits and Correspondence

### 6.1 Permit Listing # 10177-10191

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

#### **Motion 23-134 D. Doyle / P. Snow**

*Resolved to approve permits # 10177-10191 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 there are eight new housing starts to date this year, and a total of \$1.9 million in development this year.

### 6.2 Correspondence, requiring Council's

#### a) Department of Transportation and Infrastructure

RE: 17-GI-22-00012, Water Street Water, Sewer and Street Upgrading Phase 3 (Part A), The consultant engagement process has been completed and WSP E & I Canada Ltd has been selected as the preferred proponent as the Prime Consultant at a cost of \$112,377.72 (HST included). A motion is required to sign the agreement.

#### **Motion 23-135 R. Noel / C. O'Grady**

*Whereas a request for proposals was advertised for engineering consultant services for Water Street Water, Sewer, and Street Upgrades and Downtown*

*Revitalization, Phase 3 Project #17-GI-22-00012, and  
Whereas the Department of Transportation and Infrastructure is preparing the  
draft PCA contract for execution,  
Be it resolved to award a contract to WSP E&I Canada Limited for  
\$112,377.72 (including HST)  
Favour 6; Opposed 0; **Carried***

6.3 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

- a) Government of NL
  - Department of Digital Government and Service NL  
RE: Property of 205 Water Street  
Copied to the Director of Operations and Public Works for action
  - Department of Digital Government and Service NL  
RE: BizPaL program
  - Department of Transportation and Infrastructure  
RE: Changes to Master Specification and other updates from MI
- b) Property owner, request to meet with Council  
Forwarded to Public Works, Waste Management & Community Services committee
- c) Individual request for financial support to construct a statue  
Forwarded to the Administration and Finance committee
- d) Property owner, Crowdy Street  
Re: Discretionary notice for 21 Crowdy Street  
Forwarded to Development committee
- e) Property owner, Crowdy Street  
Re: Discretionary notice for 21 Crowdy Street  
Forwarded to Development committee
- f) Property owner, London Road  
RE: Water leak and road conditions  
Forwarded to the Public Works, Waste Management and Community Services committee
- g) McDonalds Restaurant  
RE: McHappy Day, May 10. Request to support this initiative  
Forwarded to Council and Staff
- h) Heritage NL  
RE: Maintenance grants  
Forwarded to the Recreation, Special Events, Culture and Tourism committee
- i) Property owner, Crowdy Street  
RE: Discretionary notice for 21 Crowdy Street  
Forwarded to Development committee
- j) Harris & Associates Ltd

RE: Water, Sewer and Street Upgrading, Valley Road Phase 3,  
Project # 17-GI-21-00041  
Change order # 3, supplementary engineering, dispute resolution  
Forwarded to Public Works Committee for review and recommendation to  
Council.

7. Committee Reports

a) Administration and Finance

Councillor O'Grady noted the following from the committee meeting:

- Land at 162 Water Street will be advertised for sale by tender.
- Update provided on 2023 tax collection: Property Tax 75% collected, Water/Sewer Tax 73% collected and Business Tax 79% collected. Staff will be proceeding with disconnection of water services for properties with outstanding taxes for previous years.
- Town will provide some promotional items for the Randy's Run event which is coming up soon.

b) Public Works, Waste Management and Community Services

Councillor Noel presented the following from the committee meeting:

**Motion 23-136**

**R. Noel / M. Seymour**

*Resolved to issue an order to remove the commercial vehicles at 63 Forest Road located on residentially zoned property in violation of the Parking of Commercial Vehicle Regulations.*

Favour 6; Opposed 0; **Carried**

**Motion 23-137**

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

*Be it resolved to make a limited call for engineering consultant services to carry out a study to determine whether there are vulnerable areas in the water system.*

Favour 6; Opposed 0; **Carried**

Any questions can be addressed to the committee.

c) Development

Councillor Doyle noted the following from the committee meeting;

- There were a number of correspondences received on the Discretionary Use Ad for the Crowdy Street development application. The day of the last committee meeting was the day of the deadline. The deadline is now passed and the committee will review the responses at the next meeting.
- No MEO report at the committee meeting.
- Discussion on the International Council of Shopping Centre conference this fall and on the Hotel Association Canada.  
These are ways for the town to engage with developers for Economic Development possibilities.

- Council and the general public did attend the Municipal Plan consultations. If residents or property owners want to have a say in the matter, you can still complete the survey which is online. We encourage more residents to be engaged in the process. The first draft will be provided within the next few months and we may get more feedback then.
- Committee is still waiting on more information to be provided by developers and if they will be proceeding with their development.
- There are business applications that are waiting on Digital NL and Governments Service approval.

Councillor Doyle presented the following motions:

**Motion 23-138**

**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:*

- *To complete site work at 1-5 Merchant Drive, Phase I*

Favour 6; Opposed 0; **Carried**

**Motion 23-139**

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

*Resolved to vary the total floor area of an accessory building at 31 Blueberry Crescent conditional upon no objections to the discretionary notice in a residential low-density zone of 61 m<sup>2</sup> from the maximum of 50 m<sup>2</sup> conditional upon no objections being received by the neighbouring property owner(s) by the deadline provided; and*

*Further conditional upon the application being referred to committee and council for further review if objections are received in response to the variance notice.*

Favour 6; Opposed 0; **Carried**

Councillor Noel asked when is the deadline for the Municipal Plan Review survey. EDTO advised it is May 26<sup>th</sup>.

d) Recreation, Special Events, Culture and Tourism

Councillor Seymour noted the following from the committee meeting:

Councillor Seymour noted the committee met last week and noted the following from the committee:

- Renovations to the change rooms have been completed and the showers are in working order.
- Pool was shut down today due to a repair, but will be up and running shortly.
- Locomotive, if any work is done on the locomotive, it will be done in a manner to be cost effective to the public.

Any questions can be addressed to the committee.

Councillor Doyle inquired about the playpens that used to be in the family change rooms. Councillor Seymour advised he would inquire with the Recreation Director on the matter.

8. Reports of Chief Administrative Officer and Department Heads  
None listed.
9. Finances
  - a) Operating Invoices over \$2,000.00 in the amount of..... \$ 30,721.88  
**Motion 23-140** **C. O'Grady / P. Snow**  
*Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$30,721.88 as submitted to Council.*  
Favour 6; Opposed 0; **Carried**
10. Regulations for Adoption  
None listed.
11. Notices of Motion  
No notices of motions were filed.
12. New Business  
No new business.
13. Adjournment  
**Motion 23-141** **R. Noel / M. Seymour**  
*Resolved that the meeting adjourn at 6:03pm and that Council meet again for a Regular Council Meeting on Tuesday, May 23, 2023 at 5:30pm.*  
Favour 6; Opposed 0; **Carried**



Mayor Frank Butt



Cathy Somers, Town Clerk