

**Town of Carbonear  
Regular Council Meeting April 11, 2023**

Minutes of a regular meeting of the Council of the Town of Carbonear held  
In Council Chambers, April 11, 2023 at 5:30pm

<b>Members Present:</b>	Mayor	Frank Butt
	Deputy Mayor	Sam Slade
	Councillor	Danielle Doyle (attending remotely)
		Chris O'Grady
		Ray Noel
		Malcolm Seymour
		Peter Snow

<b>Also Present:</b>	Chief Administrative Officer	Cynthia Davis
	Town Clerk / Director	
	of Financial Operations	Cathy Somers
	EDTO	Kerri Abbott
	Director of Operations	
	& Public Works	Ian Farrell
	Fire Chief	Adam Earle

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1. Calling of Meeting to Order  
Mayor Butt welcomed everyone to the meeting and called the meeting to order at 5:30pm. The meeting is being broadcasted through YouTube.
  2. Approval of the Agenda for April 11, 2023 Regular Meeting  
**Motion 23-098** **R. Noel / C. O'Grady**  
*Resolved to adopt the agenda of the April 11, 2023 Regular Meeting of Council as presented to Council.*  
Favour 7; Opposed 0; **Carried**
  3. Adoption of the minutes
    - a) Regular Meeting – March 28, 2023  
**Motion 23-099** **S. Slade / M. Seymour**  
*Resolved to adopt the minutes of the March 28, 2023 Regular Meeting of Council as presented.*  
Favour 7; Opposed 0; **Carried**
  4. Business Arising from Minutes  
No business arising.
- Mayor Butt noted that Councillor Doyle is attending remotely.
5. Proclamations / Presentations / Delegations

- a) International Day Against Homophobia and Transphobia. May 17

**Motion 23-100**

**S. Slade / R. Noel**

*Whereas the Charter of Human Rights and Freedoms recognizes that no one can be discriminated against on the basis of sexual orientation or gender identity or expression;*

*Whereas Canada is a society open to everyone, including lesbian, gay, bisexual and trans people (LGBTQ+) and to all other people who identify with sexual diversity and the multiplicity of gender identities and expressions;*

*Whereas despite recent efforts towards greater inclusion of LGBT people, homophobia and transphobia are still present in society.*

*Whereas May 17<sup>th</sup> is the International Day Against Homophobia and Transphobia, is celebrated as such in many countries and is the result of a Quebec-based initiative promoted by Fondation Émergence starting in 2003.*

*Whereas there is reason to support the efforts of Fondation Émergence in holding this day;*

*Therefore I, Mayor Frank Butt, do hereby proclaim May 17, 2023 as International Day Against Homophobia and Transphobia and to recognize this day as such.*

Favour 7; Opposed 0; **Carried**

- b) World Maternal Mental Health Day, Walk for Flora

Obstetrical Nurses at Carbonear General, family and friends will be walking the Boardwalk, May 3 at 2 pm. Mayor Butt passed along a welcome for council and members of the public to participate in the walk.

**Motion 23-101**

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

*Whereas: Since 2016 a multidisciplinary group of international maternal mental health activists, academics, clinicians, and people with lived experience are coming together once a year to raise awareness to demand maternal mental health service and supports for all; and*

*Whereas: In many countries, as many of 1 in 5 new mothers experience some type of perinatal mood and anxiety disorder (PMADs). These illnesses frequently go unnoticed and untreated, often with tragic and long-term consequences to both mother and child; and*

*Whereas: No one is immune! Women, men, partners, and birthing person of every culture, age, income level, and race can develop PMADs. Symptoms appear any time during pregnancy and the first 12 months after childbirth. There are effective and well-researched treatment options available to help women recover; and*

*Whereas: Increasing awareness will drive social change with the goal toward improving the quality of care for women experiencing all types of PMADs, and reducing the stigma of maternal mental illness. We are encouraging mental*

*health professionals, friends and relatives of individuals and families to ask them how they're feeling and encourage them to seek help. We are also encouraging our elected leaders to commit to ensuring timely access to perinatal mental health services.*

Favour 7; Opposed 0; **Carried**

6. Permits and Correspondence

6.1 Permit Listing # 10159-10163

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

**Motion 23-102**

**P. Snow / S. Slade**

*Resolved to approve permits # 10159-10163 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

None listed.

6.3 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

a) Government of NL

- Department of Environment, Climate Change, Water Resource Division. Regarding, Water and Wastewater System Operator spring seminar  
Copied to the Director of Operations and Public Works and the Chief Administrative Officer
- Department of Justice and Public Safety  
Expression of Interest: Emergency Management Training  
Forwarded to the Director of Operations and Public Works and Chief Administrative Officer.

b) Municipal Assessment Agency

RE: Introductory Training Course – The Fundamentals of the Property Assessment Process in Newfoundland and Labrador is now accessible directly from our website homepage.

Copied to the Town Clerk and the Chief Administrative Officer

c) Municipalities NL, Info Note – March 27 regarding Symposium Registration Deadline, April 14.

Copied to Council.

d) Organizers of Randy's Run on Father's Day, Request for donation

Forwarded to Administration and Finance committee

- e) Resident, Concern with road debris from storm surge  
Forwarded to Public Works, Waste Management and Community Services committee
- f) Resident, Concern with blue zone permit holders parking in wheelchair only zone – Regional Community Centre parking lot.  
Forwarded to Public Works, Waste Management and Community Service committee.
- g) Property owner, Valley Road - Request to speak to council.  
Forwarded to Economic Development, Planning and Land Use Development committee.
- h) Town of Point Leamington, RE: Invitation to attend grand opening for the Canadian Glove Museum.  
Forwarded to the Mayor
- i) SSVP Carbonear Foodbank - RE: Kettle's on Community Meal – April 18 – 11:30 to 1:30 at St. James Anglican Church Hall.  
Copied to Council and Staff. Placed on social media.

## 7. Committee Reports

- a) Administration and Finance  
Councillor O'Grady reported the following from the committee meeting:  
Committee reviewed the Rules of Procedure for Conduct of Meetings and also the Committees of Council and Appointments to External Committees Policy. The committee also reviewed a revised Terms of Reference for the Conception Bay Regional Community Centre Theatre Board. This was also reviewed by the Theatre Board as well. These documents have been provided to Council and a motion to adopt will be presented. The Committee is also working on revised terms of reference for the Special Events Committee and the Recreation Commission. Further work is required on this before a recommendation will be provided to Council.  
The Committee received an update on the 2023 tax collection: Property tax 70% collected, Water/Sewer tax 66% collected and Business tax 71% collected.

Councillor O'Grady presented the following motions:

### **Motion 23-103**

**C. O'Grady / M. Seymour**

*Resolved to adopt the revised Terms of Reference for the Conception Bay Regional Community Centre Theatre Board as presented to Council.*

Favour 7; Opposed 0; **Carried**

### **Motion 23-104**

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

*Resolved to adopt the revised Rules of Procedure for Conduct of Meetings as presented to Council.*

Favour 7; Opposed 0; **Carried**

**Motion 23-105**

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

*Resolved to adopt the Committees of Council and Appointments to External Committees Policy as presented to Council.*

Favour 7; Opposed 0; **Carried**

**Motion 23-106**

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

*Resolved to provide a grant in the amount of \$1,500 to the Baccalieu Trail SPCA.*

Favour 7; Opposed 0; **Carried**

Councillor O'Grady noted that Councillor Doyle attended the Thriving Regions information session in Hr. Grace. As part of the strategy of "getting to know your neighbour," Councillor Doyle and a councillor from Hr. Grace will be working on that initiative.

- b) Public Works, Waste Management and Community Services
  - Deputy Mayor Slade noted that the committee is developing a plan for waste management.
  - Deputy Mayor Slade noted that civic numbering is very important, committee is working on a plan to determine the properties in the town that do not have their civic number on their home. He noted it is very import to have your civic number visible on your house and encourage all property owners ensure they have their civic numbers placed on their house.

Deputy Mayor Slade presented the following motion:

**Motion 23-107**

**S. Slade / R. Noel**

*Resolved that the Town of Carbonear approve the replacement of the gas detection system at the chlorine house by Oliver Controls & Electric Ltd per quote provided in the amount of \$7,900 plus HST.*

Favour 7; Opposed 0; **Carried**

- c) Development

Councillor Snow presented the following:

Some discussion was had by the committee regarding the portable signs on Columbus Drive. There are signs in the area, including one that the town has there that are not in compliance with our regulations.

Committee suggests that Council have further discussion on the matter. He suggested that maybe digital signage could be an option for consideration.

Correspondence was received from a resident to meet with the whole of council, our policy is to meet with the appropriate committee of council. The committee has no problem with meeting with the resident.

Councillor Snow presented the following motions:

**Motion 23-108**

**P. Snow / 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:*

- *To construct a rear deck at 195 Water Street, conditional upon requirements of the Heritage zone;*
- *To construct a greenhouse at 27 Bemister's Hill conditional upon no objections or representations being received from the discretionary use advertisement; and further conditional upon the application being referred to committee and council for further review if objections are received in response to the discretionary notice.*

Favour 7; Opposed 0; **Carried**

Councillor Doyle asked if she was in conflict on the next motion being brought forward, relating to the property of 22 Grassey Lane, as the owner is a co-worker of hers.

**Motion 23-109**

**R. Noel / P. Snow**

*Under Section 6. (5) of the Municipal Conduct Act, Be it Resolved that the Town of Carbonear does not consider Councillor Doyle to be in conflict of interest on the matter of a refusal of an application for 22 Grassey Lane being presented at this meeting.*

Favour 6; Opposed 0; **Carried**

Councillor Snow presented the following motion:

**Motion 23-110**

**P. Snow / S. Slade**

*Resolved to refuse the following application:*

- *To construct a fence at 22 Grassey Lane since the proposed height exceeds the maximum height requirement of the Town of Carbonear Fence Regulations.*

Favour 7; Opposed 0; **Carried**

8. Reports of Chief Administrative Officer and Department Heads

a) Fire Chief

Fire Chief reviewed the following from his report with Council:

- 82 fire calls in the prior year: 32 false alarms, 19 motor vehicle accidents, 8 brush fires, 4 vehicle fires, 7 chimney fires, 3 power line related calls, 2 flood calls, 2 animal rescues, 1 water rescue, 1 wheel chair assist and 1

- medical evacuation call.
- Fire Department AGM was held February 8, 2023. The new executive is as follows:
    - Fire Chief: Adam Earle
    - 1<sup>st</sup> Assistant Chief: Keith Keough
    - 2<sup>nd</sup> Assistant Chief: Scott Mullins
    - Captain: Chris Pike
    - 2<sup>nd</sup> Captain: Trevor Crawford
    - Lieutenant: Ian Green
    - Lieutenant: Don Antle
  - Training is on going every week. All fire fighters are being trained to a Level 1 standard.
  - Fire Prevention Week was well attended. It provided the community an opportunity to visit the fire hall and see all the equipment.
  - Santa Claus parade was a great success, collected many donations for the food bank.
  - Service Awards for the Year include the following:
    - 35 years – Ron Garland, Richard Rossiter
    - 30 years – Tom Crawford
    - 25 years – Steve Barrett
    - 20 years – Keith Keough
    - 10 years – Eddie Wrice
    - 5 years – Steven Green, Peter Chubbs, Mike Slade, Don Antle
  - Annual Convention was attended by the Fire Chief, Keith Keough and Ian Green. There are a lot of seminars during the convention which are very informative. Spouses attend as well and there are sessions for the spouses as well. They learn how to watch for signs for problems with a firefighter, etc.
  - The Fire Department has four new members who are eager to learn and be trained.


Deputy Mayor Slade thanked all members for their service and commitment to the Town and welcomed the new members and congratulated Adam on his second term as Fire Chief.

Councillor Noel reminded citizens about grass fires and how quickly they can spread.

CAO noted that the Fire Regulations have been reviewed by the Fire Chief and we are now waiting on approval from the province.

## 9. Finances

- a) Operating Invoices over \$2,000.00 in the amount of..... \$ 20,477.77  
**Motion 23-111** **C. O'Grady / P. Snow**  
*Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$20,477.77 as submitted to Council.*  
Favour 7; Opposed 0; **Carried**
- b) Capital Invoices:  
Water Street Phase 2 – Landscaping  
Harris & Associates Invoice # 7032.....\$20,320.50  
**Motion 23-112** **C. O'Grady / S. Slade**  
*Resolved that the Town of Carbonear approve for payment the following capital project invoice as submitted to Council:*  
Water Street Phase 2 – Landscaping  
Harris & Associates Invoice # 7032.....\$20,320.50  
Favour 7; Opposed 0; **Carried**
10. Regulations for Adoption  
None listed.
11. Notices of Motion  
No notices of motions were filed.
12. New Business  
Announcements
- Volunteer Appreciation Reception is scheduled for Thursday, April 27<sup>th</sup> at 7pm in the Community Room. Welcome volunteers and Council members to attend.
  - Kettle's On community meal is at St. James Anglican Church Hall on April 18<sup>th</sup>.
13. Adjournment  
**Motion 23-113** **S. Slade / R. Noel**  
*Resolved that the meeting adjourn at 6:02pm and that Council meet again for a Regular Council Meeting on Tuesday, April 25, 2023 at 5:30pm.*  
Favour 7; Opposed 0; **Carried**



Mayor Frank Butt



Cathy Somers, Town Clerk