

**Town of Carbonear
Regular Council Meeting January 23, 2024**

Minutes of a regular meeting of the Council of the Town of Carbonear held
In Council Chambers, January 23, 2024 at 5:30pm

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

Also Present: Chief Administrative Officer Cynthia Davis
 Director of Operations
 & Public Works Ian Farrell
 Director of Recreation Rob Button
 EDTO Kerri Abbott

Absent: Town Clerk / Director of
 Financial Operations Cathy Somers

1. Calling of Meeting to Order
Mayor Butt welcomed everyone to the meeting and called the meeting to order at 5:35pm. The meeting is being broadcasted through YouTube. The Mayor called for a moment of silence out of respect for Derrick Bragg who recently passed away. Derrick Bragg's service to the province included MHA, Minister in various portfolios, Town Clerk/Manager and PMA member and president.
2. Approval of the Agenda for January 23, 2024 Regular Meeting
 Motion 24-010 **C. O'Grady / P. Snow**
 Resolved to adopt the agenda for the January 23, 2024 Regular Council Meeting as presented with the addition of the Proclamation for National 211 Day.
 Favour 7; Opposed 0; **Carried**
3. Adoption of the minutes
 a) Regular Meeting – January 9, 2023
 Motion 24-011 **R. Noel / M. Seymour**
 Resolved to adopt the minutes of the January 9th, 2024 Regular Meeting of Council as presented.
 Favour 7; Opposed 0; **Carried**
4. Business Arising from Minutes
 No business arising.

5. Proclamations / Presentations / Delegations

Motion 24-012

S. Slade / C. O'Grady

WHEREAS: Every year on February 11, United Way and 211s across Canada celebrate National 211 Day. 211 Day is a public awareness initiative for the award-winning 211 service that helps guide individuals and families through the complex network of human services by phone, online, live-chat and email; and

WHEREAS: 211 is a free and confidential service available 24/7 in 170+ languages by phone and a broad database of programs and services can be found at NL.211.ca. The service is also available via chat and email; and

WHEREAS: Residents of Newfoundland and Labrador can contact 211 for information and referral to:

- Health Services & Mental Health Supports
- Income Support & Financial Assistance
- Food Banks, Meal Programs & Grocery Delivery
- Housing Help & Emergency Shelter
- Support Services for Seniors & Persons with Disabilities
- And more; and

WHEREAS: 211 Newfoundland and Labrador will be using National 211 Day as an opportunity to promote its services by inviting municipalities to proclaim February 11 as 211 Day; organizing building illuminations; distributing 211 promotional materials; and offering information sessions both in-person and virtually.

THEREFORE, BE IT RESOLVED THAT I, Frank Butt, Mayor of the town of Carbonear, do hereby proclaim Sunday, February 11, as 211 Day in the town of Carbonear.

Favour 7; Opposed 0; **Carried**

6. Permits and Correspondence

6.1 Permit Listing # 10434 – 10435

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

Motion 24-013

D. Doyle / C. O'Grady

Resolved to approve permits # 10434-10435 as per the applications received and conditional upon 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) Change Order No. 8; Valley Road Ph 4, 17-GI-22-00013, Final Variation in Quantities - \$121,820.76.

Mayor Butt and Councillor Noel declared a conflict of interest as they both have brothers that live within the contract area and moved to the public seating area.

Motion 24-014

M. Seymour / P. Snow

Resolved to approve Change Order 8, Valley Road Phase 4, 17-GI-22-00013, in the amount of \$121,820.75 for final variation in quantities.

Favour 5; Opposed 0; **Carried**

Mayor Butt and Councillor Noel returned to their seats.

6.3 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

- a) Department of Environment and Climate Change (Water Resources), Re: Operator of the Year. *Referred to Public Works, Waste Management and Community Services Committee.*
- b) Eastern Regional Service Board, Re: Contract Renewal. *Referred to Public Works, Waste Management and Community Services Committee.*
- c) Inquiry on whether detailing business operating. *Referred to Economic Development, Planning and Land Use Development Committee*
- d) Carbonear Heritage Society, Re: Request for 2024 Grant. *Referred to Administration and Finance Committee*
- e) Royal Canadian Legion, Re: Request for Assistance of Electricity Invoice at Sheila NaGeira Building on Water Street. *Referred to Administration and Finance Committee*

7. Committee Reports

- a) Public Works, Waste Management and Community Services

Deputy Mayor Slade reported the committee met on January 10, 2024 and had the following recommendations from the committee:

Motion 24-015

S. Slade / P. Snow

Be It Resolved to approve Change Order 4, Water Street Phase 2, Part A for the Prime Consultant in the amount of \$23,891.25 HST included for inspection hours beyond the schedule to complete the contract.

Favour 7; Opposed 0; **Carried**

Motion 24-016

S. Slade / P. Snow

Be It Resolved to approve Change Order 7, Water Street Phase 2, Part A for Black Diamond Construction Ltd. in the amount of \$23,891.25 HST included for inspection hours beyond the schedule to complete the contract.

Favour 7; Opposed 0; **Carried**

Motion 24-017

S. Slade / M. Seymour

Be It Resolved to approve Change Order 6, Water Street Phase 2, Part A for the Prime Consultant in the amount of \$25,001.00 HST included for additional electrical work.

Favour 7; Opposed 0; **Carried**

Motion 24-018

S. Slade / R. Noel

Resolved to send order to repair or demolish dilapidated building situate at 167 Water Street.

Favour 7; Opposed 0; **Carried**

A reminder was given concerning the importance of having a civic number on homes. Also, if residents can volunteer to clear hydrants near their property, it would be a great help or where the hydrant is in front of a senior citizen or others that may not have the ability to clear the hydrant themselves.

b) Administration and Finance

Councillor O'Grady reported the committee met on January 11, 2024 and had the following recommendations from the committee:

Motion 24-019

C. O'Grady / R. Noel

Resolved to approve the Donation Listing for 2024, excluding Item 1 b), as presented to Council.

Favour 7; Opposed 0; **Carried**

Councillor Doyle declared a conflict of interest as she is employed by an organization on the list and moved to the public seating area.

Motion 24-020

C. O'Grady / P. Snow

Resolved to approve Item 1b on the Donation Listing for 2024 as presented to Council.

Favour 6; Opposed 0; **Carried**

Councillor Doyle returned to her seat.

c) Recreation, Special Events, Culture and Tourism

Councillor Seymour reported the committee met on January 16, 2024 and had the following recommendations from the committee:

Motion 24-021

M. Seymour / D. Doyle

Resolved to Purchase an AQUACLIMB – KRYSTAL 4H3W and a AQUAZIP'N 3.0 from Poolside Adventures at a cost of \$49,928 USD +HST & Duty

Favour 7; Opposed 0; **Carried**

Motion 24-022

M. Seymour / R. Noel

Resolved to approve the Swimming Lessons Age Categories Policy as distributed to Council.

Favour 7; Opposed 0; **Carried**

- d) Economic Development, Planning and Land Use Development
Councillor Doyle reported the committee met on January 18, 2024 and reviewed the following from the committee meeting: Ongoing non-compliance issues, Draft Municipal Plan Update, Several Applications Reviewed and Correspondence. The committee had the following recommendations:

Motion 24-023

D. Doyle /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 approve a vendor permit for the sale of meat and meat products 6 days a month from 110 Columbus;*
- *to replace stairs at 27 Goff Avenue per Section 10, Discretionary Powers of Council;*
- *to renew permit to operate a domestic saw mill for personal use at 110 White's Road, subject to operation and maintenance of sawmill in accordance with provincial guidelines and regulations; sawmill to be operated within the accessory building on the property to reduce noise during operation; and subject to annual renewal at Council's discretion;*
- *to place a cat enclosure at 31 O'Driscoll's Lane;*

Favour 7; Opposed 0; **Carried**

8. Reports of Administrative Officer and Department Heads

a) Director of Recreation

The Director reported that the upgrades to the staffroom/washroom at the pool is complete, staff have been working on the rinks and they should be available for public use by the weekend, financial and program analysis and update on the Special Events - Winter Carnival plans.

b) Director of Operations and Public Works

The Director provided Council with an activity report since the last regular meeting. Adelaide Street is ready to retender as well as the Water System Modelling. The Director requested approval from Council to issue those tenders.

Motion 24-024

S. Slade / P. Snow

Resolved to call for tenders for Adelaide Street Water Sewer Storm Street Upgrades Phase 2, 17-GI-23-00002

Favour 7; Opposed 0; **Carried**

Motion 24-025

S. Slade / R. Noel

Resolved to advertise to hire an engineering consultant for the Water System Modelling Project.

Favour 7; Opposed 0; **Carried**

c) Fire Chief

The Fire Chief was not available for the meeting. The Mayor informed the Council that the Fire Department has been reviewing its by-laws for the upcoming AGM.

9. Finances

- a) Operating Invoices over \$2,000.00 in the amount of.....\$57,164.14

Motion 24-026

C. O'Grady / M. Seymour

Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$57,164.14 as submitted to Council.

Favour 7; Opposed 0; **Carried**

- b) Capital Invoices:

Water Street Phase II - Landscaping PN 20-105, Part B

Black Diamond Construction Ltd. Claim 1.....214,737.66

Harris & Associates, Invoice 7093.....\$18,454.63

Motion 24-027

C. O'Grady / S. Slade

Resolved that the Town of Carbonear approve for payment the following capital project invoices as presented to Council:

Water Street Phase II - Landscaping PN 20-105, Part B

Black Diamond Construction Ltd. Claim 1.....214,737.66

Harris & Associates, Invoice 7093.....\$18,454.63

Favour 7; Opposed 0; **Carried**

10. Regulations for Adoption

No new regulations or amendments for the agenda.

11. Notices of Motion

No notices of motions were filed.

12. New Business

A reminder to residents was provided that where residential water service lines may be prone to freezing, residents should run their water due to the low temperatures forecasted.

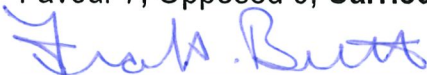
13. Adjournment

Motion 24-028

S. Slade / M. Seymour

Resolved that the meeting adjourn at 6:10 pm and that Council meet again for a Regular Council Meeting on Tuesday, February 13th at 5:30pm

Favour 7; Opposed 0; **Carried**



Mayor Frank Butt



Cynthia Davis, CAO