

**Town of Carbonear**  
**Regular Council Meeting January 9, 2024**  
Minutes of a regular meeting of the Council of the Town of Carbonear held  
In Council Chambers, January 9, 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  
Town Clerk / Director of Financial Operations Cathy Somers  
Director of Operations & Public Works Ian Farrell  
Director of Recreation Rob Button  
EDTO 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 5:30pm. The meeting is being broadcasted through YouTube.
  2. Approval of the Agenda for January 9, 2024 Regular Meeting  
**Motion 24-001 C. O'Grady / P. Snow**  
*Resolved to adopt the agenda for the January 9, 2024 Regular Council Meeting as presented to Council.*  
Favour 7; Opposed 0; **Carried**
  3. Adoption of the minutes
    - a) Regular Meeting – December 12, 2023  
**Motion 24-002 C. O'Grady / R. Noel**  
*Resolved to adopt the minutes of the December 12<sup>th</sup>, 2023 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 # 10431 – 10433

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

**Motion 24-003**

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

*Resolved to approve permits # 10431-10433 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) Municipalities NL

RE: UMC delegates for 2024

CAO advised that the UMC delegate is currently the Mayor, with the Deputy Mayor as alternate. This is requested each year, and she requested for Council to confirm their UMC delegate and alternate for 2024.

**Motion 24-004**

**P. Snow / R. Noel**

*Resolved to approve Mayor Butt as the UMC Delegate and Deputy Mayor Slade as the alternate delegate for 2024.*

Favour 7; Opposed 0; **Carried**

6.3 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

a) Government NL

- Department of Transportation and Infrastructure

RE: INFC's Rural Transit Solutions Fund

Forwarded to Chief Administrative Officer and the Director of Operations and Public Works

- Water Resources Management Division

RE: Copy of Infrastructure drawings on file with the department to be mailed

Forwarded to Chief Administrative Officer and the Director of Operations and Public Works

b) Grad Student in the Master of Arts in Environmental Policy Program at MUN, RE: Questions on waste management

Forwarded to the Chief Administrative Officer for a response

c) Canada Revenue Agency

RE: Promotional material for the Community Volunteer Income Tax Program

- d) Information to be placed in the lobby and shared on social media  
Guide to the Good Business Capacity  
RE: Building local business capacity  
Copied to the Chief Administrative Officer and the Economic Development and Tourism Officer
- e) Eastern Regional Service Board  
RE: Bulk Waste Collection program for 2024  
Forwarded to the Public Works, Waste Management and Community Services committee
- f) Resident inquiry on blue zone parking  
Forwarded to Administration and Finance committee
- g) Property owner, Discovery Place  
RE: Compliant of speeding and dangerous intersection  
Forwarded to the Public Works, Waste Management and Community Services committee
- h) Inquiry on parking enforcement Water Street  
Forwarded to the Public Works, Waste Management and Community Services committee
- i) Inquiry on sidewalk clearing  
Forwarded to the Chief Administrative Officer and the Director of Operations and Public Works
- j) Municipal Assessment Agency Inc  
RE: Board Update  
Copied to Council and Administration
- k) Inquiry on snow removal practices  
Copied to the Director of Operations and Public Works
- l) Various emails on waste collections  
Forwarded to the Public Works, Waste Management and Community Services committee
- m) Baccalieu Trail SPCA  
RE: Newsletter  
Forwarded to Council and Administration
- n) Government of Canada  
RE: New Canada Dental Care Plan  
Brochures placed in lobby
- o) Inquiry on new business  
Forwarded to the Economic Development, Planning and Land Use Development committee
- p) Communities in Bloom  
RE: Invitation to participate in the 2024 program  
Forwarded to the Recreation, Special Events, Culture and Tourism Committee

7. Committee Reports

a) Administration and Finance

Councillor O'Grady presented the following from the Administration and Finance Committee:

- Committee recommends that Council renew its membership for 2024 with the Federation of Canadian Municipalities
- Motion recommended for addition accessible parking space on the Conception Bay Regional Community Centre parking lot.

**Motion 24-005**

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

*Whereas there are currently six accessible parking spaces on the Conception Bay Regional Community Centre (CBRCC) parking lot; and*

*Whereas there are still concerns expressed that there are insufficient accessible spaces on the CBRCC parking lot;*

*Be it resolved to add two additional spaces on the CBRCC parking lot for a total of eight accessible spaces when line painting begins in the spring.*

Favour 7; Opposed 0; **Carried**

8. Reports of Administrative Officer and Department Heads

None listed.

9. Finances

- a) Operating Invoices over \$2,000.00 in the amount of..... \$604,181.20

**Motion 24-006**

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

*Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$604,181.20 as submitted to Council.*

Favour 7; Opposed 0; **Carried**

- b) Capital Invoices:

Paving 2022

Harbourside Transportation Consultant, Engineering,

Invoice # 2956.....\$3,001.50

Water, Sewer and Street Upgrading Water Street Phase II, Part A

Black Diamond Construction Ltd. Claim 7.....\$136,932.56

Harris & Associates Invoice #7083 (PCA Amendment # 4).....\$26,535.26

Water, Sewer and Street Upgrading Water Street Phase II, Part B

Black Diamond Construction Ltd, Claim 3-B.....\$150,965.10

Harris & Associates, Invoice #7084.....\$6,491.00

Valley Road, Phase 4. Sewer and Street Upgrading – 17-GI-22-00013

Cougar Engineering & Construction Ltd, Claim 3.....\$142,138.89

Mayor Butt declared a conflict on the Valley Road, Phase 4 project as he has a brother that owns property in the area.

Councillor Noel declared a conflict on the Valley Road, Phase 4 project as he has a brother and sister who own property in the area.

**Motion 24-007**

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

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

*Paving 2022*

*Harbourside Transportation Consultant, Engineering,*

*Invoice # 2956.....\$3,001.50*

*Water, Sewer and Street Upgrading Water Street Phase II, Part A*

*Black Diamond Construction Ltd. Claim 7.....\$136,932.56*

*Harris & Associates Invoice #7083 (PCA Amendment # 4).....\$26,535.26*

*Water, Sewer and Street Upgrading Water Street Phase II, Part B*

*Black Diamond Construction Ltd, Claim 3-B.....\$150,965.10*

*Harris & Associates, Invoice #7084.....\$6,491.00*

Favour 7; Opposed 0; **Carried**

Mayor Butt and Councillor Noel left their seats at the Council table and moved the public gallery.

Deputy Mayor Slade assumed the position of Chair.

**Motion 24-008**

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

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

*Valley Road, Phase 4. Sewer and Street Upgrading – 17-GI-22-00013*

*Cougar Engineering & Construction Ltd, Claim 3.....\$142,138.89*

Favour 5; Opposed 0; **Carried**

Mayor Butt and Councillor Noel returned to their seats at the Council table.

Mayor Butt assumed the position of Chair.

10. Regulations for Adoption  
None regulations listed.

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

12. New Business  
Deputy Mayor Slade noted that the Works Committee met with representatives from the Eastern Regional Service Board and had a plan worked out to get the

garbage collection completed throughout town with double the bag limit. However, the garbage collection didn't happen as planned. He apologized to the people of Carbonear regarding the recent garbage issue and assured the residents that Council will be meeting again tomorrow to have the garbage collection issue resolved.

13. Adjournment

**Motion 24-009**

**S. Slade / M. Seymour**

*Resolved that the meeting adjourn at 5:43 pm and that Council meet again for a Regular Council Meeting on Tuesday, January 24<sup>th</sup> at 5:30pm*

Favour 7; Opposed 0; **Carried**



Mayor Frank Butt



Cathy Somers, Town Clerk