

**Town of Carbonear
Regular Council Meeting March 25, 2025**

Minutes of a regular meeting of the Council of the Town of Carbonear held
In Council Chambers, March 25, 2025 at 5:30pm

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

Also Present: CAO Cynthia Davis
Town Clerk / Director of Financial Operations Cathy Somers
Executive Assistant Janice Green
Director of Recreation Rob Button

Absent: Director of Operations & Public Works Ian Farrell
EDTO Kerri Abbott

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1. Calling of Meeting to Order
Mayor Butt welcomed those present at the meeting and called the meeting to order at 5:30pm. The meeting is being broadcast by Youtube. He welcomed those in attendance and those viewing online.

 2. Approval of the Agenda for March 25th, 2025 Regular Council Meeting
Motion 25-085 C. O’Grady / R. Noel
Resolved to adopt the agenda for the March 25th, 2025 Regular Council meeting as distributed to Council.
Favour 7; Opposed 0; **Carried**

 3. Adoption of the minutes
 - a) Regular Meeting – March 11, 2025
Motion 25-086 S. Slade / P. Snow
Resolved to adopt the minutes of the March 11, 2025 Regular Meeting of Council as presented.
Favour 7; Opposed 0; **Carried**

4. Business Arising from Minutes
No business arising.

5. Proclamations / Presentations / Delegations

a) Newfoundland and Labrador Dental Hygiene Association

April 4–10, 2025 National Dental Hygienists Week.

Proclamation to be signed.

Put your Purple on Campaign Theme - Oral Health for Total Health

Motion 25-087 P. Snow / C. O’Grady

WHEREAS 59% of Canadian children and 96% of adults have experienced cavities, and 21% of Canadian adults have experienced periodontal (gum) issues. And WHEREAS research shows a direct link between oral health and overall health and well-being, such as periodontal disease being linked to several serious illnesses, including lung disease, diabetes, and heart disease.

AND WHEREAS oral health issues are easily preventable and treatable, and Canadians, especially children and seniors, can be greatly assisted through early detection and intervention;

AND WHEREAS dental hygiene is the 6th largest registered health profession in Canada, with more than 31,000 registered dental hygienists working in a variety of settings, with people of all ages, addressing issues related to oral health.

AND WHEREAS greater awareness of proper oral health practices and the need to regularly visit a dental professional is paramount to ensuring Canadians lead healthier and happier lives.

AND WHEREAS promoting the importance of the issues and celebrating the successes of the profession and contributions of dental hygienists will lead to increased public awareness NOW THEREFORE, The Town of Carbonear, do hereby proclaim the week of April 4–10 as: National Dental Hygienists Week in the Town of Carbonear.

Favour 7; Opposed 0; **Carried**

6. Permits and Correspondence

6.1 Permit Listing # 10761-10769

Motion 25-088 D. Doyle / P. Snow

Resolved to approve permits # 10761 - 10769 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
None listed.

6.3 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

a) Government NL

- Department of Fisheries, Forestry and Agriculture regarding guidance of wildlife interactions. Copied to the Chief Administrative Officer and the Director of Operations and Public Works.
- Department of Municipal and Provincial Affairs Municipal Review - Provincial Review Feedback – Municipal Plan. Forwarded to Economic Development, Planning and Land Use Development committee
- Department of Tourism, Arts, Culture and Recreation. \$2500 approved under the Community Sport Fund. Copied to the Chief Administrative Officer and the Director of Recreation.

b) Correspondence regarding discretionary notice - sober living facility

RE: objection to the application to operate a sober living house from the property of 19 Industrial Crescent were referred to the Economic Development, Planning and Land use Development committee.

c) NL Health Services regarding Social Prescribing Project. Copied to the Chief Administrative Officer and the Economic Development and Tourism Officer

d) Property owner, Mahaney's Lane regarding increase in property value
Forwarded to Administration and Finance committee

e) Softball Canada, 2025 U23 Men's National Team – Team sponsorship opportunity
Forwarded to Administration and Finance committee

f) Cee Bees Minor Hockey. U18 Provincial Tournament, April 21-23. Request for donation - Forwarded to Administration and Finance committee

g) Swilers Rugby Club, request for donation. Forwarded to Administration and Finance committee

h) Property owner, Janes Avenue, regarding water leak repair. Forwarded to Public Works, Waste Management and Community Services committee

i) Municipalities NL – Info Note 2025 Municipal Symposium. Copied to Council

j) Society of St. Vincent DePaul

- The SSVP has partnered with NLSH to host an information session on Tuesday March 25 from 1-3 pm. Staff from the CBN Family Care Team and Seniors NL will be present to answer questions and provide resources to attendees.
- The SSVP is seeking volunteers to assist with the Meals on Wheel deliveries. Copied to Council and staff.

7. Committee Reports

a) Public Works, Waste Management and Community Services

Deputy Mayor Slade advised the committee met on March 12th. Council can peruse the minutes and if they have any questions they can be addressed to the Committee.

Deputy Mayor Slade presented the following motions:

Councillor Seymour declared a conflict of interest on the motion regarding the property of 39 Adelaide Street as his sister-in-law owns the neighbouring property. Councillor Seymour then moved to the public gallery

Motion 25-089 S. Slade / D. Doyle

Resolved to send a clean up order to property of 39 Adelaide Street.

Favour 6; Opposed 0; **Carried**

Councillor Seymour returned to his seat at the Council table.

Motion 25-090 S. Slade / P. Snow

Resolved to approve flow monitoring for three outfalls per the scope of work outlined by CBDL in the amount of \$16,370 plus HST.

Favour 7; Opposed 0; **Carried**

Mayor Butt inquired about clean up of the area along Beach Road by the boardwalk. CAO to follow up with the Director of Operations and Public Works on the matter.

b) Administration and Finance

Councillor O'Grady noted the committee met on March 20th.

He noted the following from the committee meeting:

- Reviewed letter from property owner, regarding increased assessments and taxation. Response to be provided to property owner.
- Reviewed several donation requests that did not meet the requirements of our Donation Policy.
- Carbonear Volunteer Fire Department is also constructing a garden of honor for fire fighters and has requested the town's assistance. The town is providing an in-kind contribution with use of town equipment and the use of town property for the construction of the garden of honour.
- MEO position – process of filling the position is ongoing.

c) Economic Development, Planning and Land Use Development

Councillor Doyle advised the committee met on March 20th.

Councillor Doyle advised the following:

- Some applications for proposed development will not comply with the current zoning standards however It will be in compliance with the development standards proposed in the new municipal plan and development regulations. The applicants will be informed of this.

- Department of Municipal and Provincial Affairs Municipal Review, Provincial Review Feedback – The province is requiring changes to the draft presented. A number of items have been sent back to the planner for revisions. We do not have a time frame as to when the planner will have the changes completed and sent back to the Department for further review.
- EDTO provided the committee with an update on several matters the YOLO doing an interactive map and funding for a new project with two other municipalities.

Councillor Doyle presented the following motions:

Motion 25-091 **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 complete interior tenant fit up at vacant space at 1-5 Merchant Drive conditional upon receipt of approval from Service NL and other applicable government departments and agencies;*
- *To open a new Hair Salon and aesthetics business from 48 Powell Drive conditional upon receipt of approval from Service NL and other applicable government departments and agencies;*
- *To replace front step not exceeding size of the current step at 9 Cross Roads in accordance with Section 10, Discretionary Powers of Council.*

Favour 7; Opposed 0; **Carried**

Councillor Doyle advised that she is on the Board of CBDC who will be providing funding for the project referenced in the next motion and declared a conflict of interest on the matter. She asked Councillor O’Grady to present the remaining items from development. Councillor Doyle then moved to the public gallery.

Councillor O’Grady presented the following to Council:

Motion 25-092 **C. O’Grady / P. Snow**

Resolved to award Civic Matters NL to provide consulting services for a Community Business Stakeholders Partnership, CBN Plan at a cost of \$11,000.

Favour 6; Opposed 0; **Carried**

Councillor O’Grady provided an update on the Application for a sober-living facility, which Councillor Doyle previously declared a conflict on interest on this matter.

He advised that Council will meet with the applicant and obtain further information and will then schedule a public session at a later time before making a decision on the matter.

Councillor Doyle returned to her seat at the Council table.

Mayor Butt asked where we are on the SAM agreement.
CAO advised she will follow up on the matter.

8. Reports of Chief Administrative Officer and Department Heads

a) Director of Recreation

The Director of Recreation reviewed the following from his report with Council:

Pool & Rec Maintenance

Seasonal staff will begin to be called back early April. This is to get a jump on maintenance items before the heavy growing season begins.

Financial & Program Analysis

	<u>2025</u>	<u>2024</u>
Pool Revenue (less HST)	\$75,244.42	\$61,924.17
Lesson Registration	656	566
Pool Visitation	6,463	5,245

Programs & Grants

- April 11th – 13th St. John's Legends will be hosting their Spring Swim Meet at the Carbonear Pool.
- Tri-Con Special Olympics will be hosting their invitational meet on May 4th.
- Funding Received through the Sport and Recreation Access Fund (\$10,000). This funding will allow us to Provide Free Public Access to the Pool on Fridays from May 16th – August 8th. Fun Friday's will include the Therapeutic Lane Swim from 11:30am- 1:20pm, Water Aerobics from 1:30pm – 2:15pm, and a Public Swim from 7:00pm-7:50pm.
- Funding Received through the Community Sport Fund (\$2,500). This funding will be used to have a try-it sports day and some other fun activities during our summer programming. Sports and activities will highlight the Canada Summer Games being hosted in St. John's beginning August 8th. Stay tuned for further info.
- March 7 SFH event was held at the Carbonear Pool with Poseidon Swim Club participating. They raised over \$5,100 for the event.
- Aquatics Director and himself were asked to attend the Active Living workshop on March 20th to talk about their success which helped Carbonear to be named Newfoundland's most active community in 2024. There were 25-30 groups that attended and hopefully the presentation will help to get other communities participating this year.

9. Finances

- a) Operating Invoices over \$2,000.00 in the amount of..... \$233,239.07

Motion 25-093

C. O'Grady / R. Noel

Resolved that the Town of Carbonear approve for payment the list of operating invoices over \$2,000 totaling \$233,239.07 as submitted to Council.

Favour 7; Opposed 0; **Carried**

b) Capital Invoices:

Grassey Lane Water Sewer Storm Upgrades

Cougar Engineering & Construction Ltd, Claim # 3.....\$6,587.17

LeMarchant Street Road Extension (MYCW)

WSP E&I Canada Ltd, Engineering Invoice # B01120576.....\$1,267.53

WSP E&I Canada Ltd, Engineering Invoice # 20143571.....\$11,512.65

Cross Roads Upgrading

WSP E&I Canada Ltd, Engineering Invoice # 20143573.....\$8,084.50

WSP E&I Canada Ltd, Engineering Invoice # GT11757..... \$2,955.73

Screen House and Chlorine Building

WSP E&I Canada Ltd, Engineering Invoice # GT11761.....\$3,094.88

WSP E&I Canada Ltd, Engineering Invoice # 20094352.....\$1,422.55

Beach Road Sewer Sizing

WSP E&I Canada Ltd, Engineering Invoice # 20109233.....\$1,612.30

WSP E&I Canada Ltd, Engineering Invoice # G222359.....\$4,901.25

Total Capital Invoices..... \$41,438.46

Motion 25-094

C. O'Grady / P. Snow

Resolved that the Town of Carbonear approve for payment the capital invoices as listed on the agenda totaling \$41,438.46.

Favour 7; Opposed 0; **Carried**

11. Notices of Motion

No notices of motions were filed.

12. New Business

- Mayor Butt and the CAO will attend UMC meetings in Marystown this weekend.
- Mayor Butt advised that he and Deputy Mayor Slade met with Mayor and Deputy Mayor of Victoria, Mayor and Deputy Mayor of Salmon Cove and the Deputy Mayor and a Councillor from Town of Hr. Grace to discuss sharing of some services and to help reduce costs.
Minutes will be sent to each town. Should have a full report for the next meeting.
- After last week's incident at the Carbonear Hospital which involved our Fire Department, Mayor Butt suggested that we review our Emergency Plan. Mayor Butt requested that a copy be provided to the Fire Department as well.
- Councillor Doyle noted our inclusion committee hasn't met this quarter. She would like the Town to acknowledge, Adam Grant who recently passed away. He

advocated in a professional manner and was insightful to the committee.
Condolences to his family.

13. Adjournment

Motion 25-095

S. Slade / M. Seymour

Resolved that the meeting adjourn at 6:06pm and that Council meet again for a Regular Council Meeting on Tuesday, April 8, 2025 at 5:30pm.

Favour 7; Opposed 0; **Carried**

Mayor Frank Butt

Cathy Somers, Town Clerk