

Town of Carbonear
Regular Council Meeting, December 15, 2014
Minutes of a regular meeting of the Council of the Town of Carbonear
held in Council Chambers, December 15, 2014 at 4:00 p.m.

Members Present: Deputy Mayor Frank Butt
Councillors Ray Noel
Bill Bowman
David Kennedy
Ed Goff
Brenda Trickett

Members Absent: Mayor George Butt Jr.

Also Present: Town Administrator Cynthia Davis
Town Clerk Cathy Somers
Director of Operations and Public Works Brian O'Grady
Director of Recreation and Tourism Rob Button

1. Calling of Meeting to Order
Deputy Mayor Butt called the meeting to order at 4:02pm and welcomed those present at the meeting and advised that the Mayor is not able to be present today due to work and personal commitments.

2. Adoption of Minutes
 - Regular Minutes – December 1, 2014
Motion 14-590 R. Noel / B. Bowman
Resolved that the minutes of the December 1, 2014 Regular meeting of Council be adopted as presented.
Favour 6; Opposed 0; **Carried**

3. Business Arising From Minutes

4. Delegations

5. Correspondence, Permits & Development
 - a) List of Permits Issued # 6568 - 6578
Motion 14-591 D. Kennedy / B. Bowman
Resolved to approve the list of permits #6568 - 6578 as per applications received, and per the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies
Favour 6; Opposed: 0; **Carried**

- 5.1 Correspondence, requiring Council's decision
None listed.
- 5.2 Correspondence received and action taken
Council reviewed the following correspondence and action taken:
- a) Department of Municipal and Intergovernmental Affairs – Municipal Finance Division, RE: Submission of Documentation for Receipt of Gas Tax Allocation
Copied to Town Administrator, Placed on file.
 - b) Canadian Heritage
RE: Application for Building Communities through Art and Heritage
Copied to Recreation Committee, Town Administrator and Director of Recreation and Tourism
 - c) Municipalities NL (Info Notes)
 - December 12, 2014 (Be prepared, plan ahead, be safe)
 - December 9, 2014 (Mandatory use of Bicycle Helmets)
Councillor Kennedy requested to have this matter included on the next news bulletin.
 - December 5, 2014 (Manitoba Amalgamated Rural Region: A Step Forward?)
Councillor Kennedy noted that it is good to see success with amalgamation of communities.
 - December 4, 2014 (Parks & Recreation Facilities added to the Canadian Infrastructure Report Card)
 - December 1, 2014 (MNL Regional Meetings 2015)
Copied to Council.
 - d) Charwood Legion Manor
RE: Thank you for providing monetary donation to the seniors Christmas stocking at Charwood Manor. Placed on file.
 - e) Department of Natural Resources, RE: Referral Letter for permit (Route 70). Forwarded to Development Committee
6. Committee Reports
- a) Development Committee

Motion 14-592 **D. Kennedy / B. Trickett**
Resolved to approve the construction of a new dwelling at 16 D'Iberville Street per application submitted, the Town of Carbonear Municipal Plan and Development Regulations and other town regulations and policies.
Favour 6; Opposed: 0; **Carried**

Motion 14-593 **D. Kennedy / R. Noel**
Resolved to approve the construction of a new dwelling at 25 D'Iberville Street per application submitted, the Town of Carbonear Municipal Plan and Development Regulations and other town regulations and policies.
Favour 6; Opposed: 0; **Carried**

Councillor Kennedy noted that there have been 29 new housing starts this year.

Deputy Mayor Butt inquired on behalf of a cabin owner who submitted a permit to construct a shed, several weeks ago. Town Administrator advised she met with the applicant on Friday, and we are still awaiting government's response on the application.

7. Reports of Town Administrator and Department Heads

a) Town Administrator

Town Administrator reviewed the following with Council:

Financial Report

See report distributed to November 30, 2014.

Hiking/Walking Trail Project

Great news! The project start date has been extended until April or May.

2014-2017 Multi Year Capital Works Program

Approval has been received to call Tender on the Pike's Lane Lift Station Upgrade. The closing date is December 19.

RCMP Musical Ride

The Town of Carbonear will be hosting the RCMP Musical Ride in August 2015. The Town of Carbonear will be partnering with the Town of Harbour Grace to host this event. The Musical Ride will take place at the Recreation Complex in Carbonear and the stables will be located at the Harbour Grace Stadium where viewing can take place. A committee will include the Administrators, Recreation Directors and a councillor from each municipality. The Mayor to select the council representative. The RCMP Musical Ride committee will meet to start the planning process early in the new year. The RCMP representative has already viewed the performance site and approved the location.

Solid Waste Collection—New Contractor

The new contractor will be commencing collection on Monday, January 6. All garbage will be collected on Monday. Where Monday is a holiday, the collection will take place on Friday. Eastern Waste Management will be sending a mail out with the schedule to residents.

2013 Audit

The 2013 Audit is still ongoing. It appears that it is nearing completion.

b) Director of Operations & Public Works

Director of Operations and Public Works reviewed the following items from his report with Council:

- Pikes Lane / Beach effluent station. This tender was extended to allow for an amendment. The closing date is now Friday, Dec19, 2014

- Our asphalt recycler is still at Sansom Equipment. Joe Johnson Equipment, the company we purchased the unit from, has given Sansom the approval to complete the repairs. The parts have been ordered and the work should be completed shortly.
- Ditching has been completed on a number of streets. We are currently ditching Clarke's Road. This location should be completed today. Ditching will continue while weather permits.
- All of our salt and sand has now been delivered to our site.
- All of our equipment is ready for snow clearing.
- Water and sewer connections are now finished for the year. We will resume this service in the spring.
- As this is the last council meeting for 2014, I would like to report on the town's equipment. Below is a list of the equipment, followed by comments on each piece.

Small Trucks & SUV's

- 2014 Dodge Ram 2500 – (excellent condition) this is a new pickup and is assigned to the Water and sewer Crew.
- 2013 Dodge Ram 3500 – (excellent condition) this is a one year old diesel powered pickup used as our plow truck for clearing small lanes. It is also used for road sanding.
- 2012 Dodge Ram 3500 – (excellent condition) this is a 2 year old truck with a landscaping dump box. This is used for general maintenance throughout town.
- 2012 Jeep Liberty – (excellent condition) this vehicle is used by the Director of Operations and public work
- 2010 Dodge Ram 1500 – (very good condition) this is a 4 year old vehicle. This vehicle is used for municipal enforcement.
- 2008 Dodge Ram 2500 – (Good condition) this is a 6 year old vehicle. this vehicle was used as the plow truck for three year and is now used for general maintenance.
- 2006 Ford F150 – (poor condition) this vehicle has had numerous repairs. It has approx 195000 km. It was recently in an accident (other driver at fault) and sustained \$3700 worth of damage. I expect it to be written off. I have requested this vehicle be placed in the budget for replacement in 2015.

Larger Trucks

- 2008 GMC Dump truck – (Good Condition) this vehicle had a number of repairs done this year. This week we had the fuel tank refurbished. This truck is now in good shape and we do not anticipate any major problems.
- 2007 Sterling Dump Truck – This truck was put in service new in 2009. It is in good shape with no problems.

Heavy Equipment

- 2014 Vio100 Yanmar Excavator (excellent condition) this is a new excavator.
- 2005 Vio35 Yanmar mini-excavator (fair condition) this excavator is 9 years old and is in need of some repairs. The biggest item being the pins and bushing in the boom are worn and will need replacement. Despite the need for repairs I do not feel this unit should be replaced this year.
- 1985 Cat Grader (very poor condition) this grader is 29 years old. This unit was purchased used in the early 90's. Cat reported that the engine was at 60% at that time. Numerous repairs have been done to this unit over the years. Currently it has two failed accumulators, one heater motor has failed, the lower wipers no longer work, the blade circle has large cracks, the cab is in poor shape, etc. This unit is past its useful life. Our operator spends far too much time working on this unit. I have requested this grader be placed in the budget for replacement in 2015.
- 2002 Hyundai Loader – (fair condition) this loader is 12 years old. It had trouble plowing the hills. We have moved a new John Deere loader to the hill and have moved this loader to a route with fewer hills. With this move we are not experiencing as many problems. It is performing satisfactorily on this route. I am not recommending replacing it in this budget.
- 2005 624J John Deere Loader – (good condition) this unit is 10 years old but performing well. We have made a number of repairs. We had some sandblasting done and painted it this year. This unit still has some remaining useful life.
- 2010 624K John Deere Loader – (excellent condition) this unit is only 4 year.
- 2013 624K John Deere Loader – (excellent condition) this unit is only 1 year old.
- 1991 Elgin Sweeper – (very poor condition) this unit is 23 years old and in need of extensive repairs. Our operator spends numerous hours trying to make this unit work property. This unit has both the sweeping and manholes vacuuming feature. Neither of these works well. I have recommended that this be replaced in the 2015 budget. In my recommendation I have requested that we purchase a smaller sweeper and a separate sewer jet/vacuum trailer unit. Both of this can be purchase for the same cost as a replacement large sweeper combination unit.
- 2014 V4 YanMar Loader – (excellent condition) this unit is new.

c) Director of Recreation & Tourism
 The Director of Recreation & Tourism reviewed the following items

from his report with Council:

Pool & Rec Maintenance

- 1.) General Maintenance continually being completed. Staying on top of Miscellaneous items.
- 2.) Annual Christmas Shutdown at the pool will be December 15th. Started pool filter Cleaning today, if all goes well, should be able to backwash filters tomorrow and begin draining to clean pool liner. The pool will re-open at a reduced holiday schedule on the 29th with regular programming beginning on January 5th.
- 3.) Dog park fencing is complete. If opportunity arises we will complete as much ground work as possible. As is right now, users can bring dogs to park. Will have all things ready when spring breaks.
- 4.) Southside Playground Structure - Price \$11, 239 +tax (\$12,700.07) + shipping Discussed.

Motion 14-594

E. Goff / B. Trickett

Resolved to purchase a playground structure for the Southside Playground at a cost of \$11,239 + tax and shipping as recommended by the Director of Recreation.

Favour 6; Opposed 0; **Carried**

Financial & Program Analysis

	<u>2014</u>	<u>2013</u>
1.) Pool Revenue - November 13 th (less HST)	\$256,510.20	\$254,207.20
2.) Lesson Registration	1762	1859
3.) Pool Visitation	32,365	29,841

Programs & Grants

- 1.) Annual Tree Lighting - Huge success again this year. Hats off to the Special Events Committee for their assistance in organizing this event. As well as, the Kiwanis Club for offering their assistance in serving the snacks to all the children.
- 2.) Swim to Survive - Had a meeting last week with the representative from Canadian Tire Jump Start. We have been approved for \$15,000 to continue to offer this program. This funding is contingent of receiving participant names. I have been in contact with the school board, and sent them a letter about our request, and they are working on releasing the names for us as soon as possible.
- 3.) Canada Summer Jobs - applications are now online. Working on their completion. Deadline is January 31st.

Possibility of trying a rink on the ball field. Working with the Director of Operations and Public Works on this matter.

Email received from Communities in Bloom, wondering if Council

would like to enter again this year.
Cost to Council would include registration, lodging and expenses for judges.

Motion 14-595 **R. Noel / B. Trickett**
Resolved that the Town of Carbonear enter the Communities in Bloom contest for 2015.
Favour 6; Opposed 0; **Carried**

Councillor Trickett asked if we could advertise the implementation of the dog park. Director to meet with the consultation committee and to determine rules of operation and then advertise its availability.

8. Finance

a) Operating Invoices: over \$2,000.00 totaling..... \$83,915.36

Motion 14-596 **R. Noel / E. Goff**
Resolved to approve for payment the list of operating invoices totaling \$83,915.36 as presented to Council.
Favour 7; Opposed 0; **Carried**

b) Capital Invoices:
Street Upgrading & Paving 2014 (Various Streets) PN 14-1117
London Road, Water Street, White's Road, Southside Lower Road,
O'Donovan's Lane, Bond St., Valley Rd. and Powell Drive Sections 1 & 2.
Concord Paving Claim 1 (Final)..... \$290,020.64
Concord Paving Claim 2 (Hold back)..... \$32,224.52
Total Capital Invoices..... \$322,245.16
Deferred for next meeting. Some Councillors are in conflict on certain streets. The invoice could be broken down by street, will check with Municipal Affairs on how to proceed. Deferred.

c) 2015 Budget Submission
Councillor Noel presented the budget speech.

Finance Chair, Councillor Ray Noel thanked the members of the Finance Committee, Council members and staff for their professionalism in the budget process. He then proceeded to present the Budget Report. (Copy attached).

Councillor Butt left the meeting due to conflict of interest on the adoption of the budget as Councillor Butt is a member of the Carbonear Fire Department.

Deputy Mayor Butt asked if he would be considered to be in conflict on the 2015 Budget. He noted that he is a member of the Carbonear Volunteer Fire Department and also a member of the Carbonear Downtown Business Development Organization and there is an amount allocated for

the Downtown Streetscaping Upgrades in the 2015 budget.
Council agreed that Deputy Mayor Butt is not in conflict

Motion 14-597 **R. Noel / D. Kennedy**

Resolved that Deputy Mayor Butt is not considered to be in conflict on the 2015 Budget.

Favour 5; Opposed 0; **Carried**

Deputy Mayor Butt did not vote on this motion.

Motion 14-598 **R. Noel / B. Bowman**

Resolved to approve the 2015 Budget with operating revenues and expenditures of \$5,904,383 with the accompanying Tax Structure identifying the schedule of rates and fees for 2015 as presented.

Favour 6; Opposed 0; **Carried**

Councillor Noel presented the following motions recommended by the Finance Committee in relation to the new position of Economic Development and Tourism Officer for the Town of Carbonear:

Motion 14-599 **R. Noel / D. Kennedy**

Resolved to approve a salary scale for the position of Economic Development and Tourism Officer for the Town of Carbonear of \$50,000 - \$55,000.

Favour 6; Opposed 0; **Carried**

Motion 14-600 **R. Noel / B. Trickett**

Resolved to proceed to hire an Economic Development and Tourism Officer for the Town of Carbonear to commence employment in February 2015 within the salary range provided as recommended by the Finance, Human Resources and Administration Committee.

Favour 6; Opposed 0; **Carried**

9. Regulations
None listed.

10. General Business

- a) The Town of Carbonear would like to extend congratulations and best wishes to Mr. Patrick Barry who celebrated his 100th birthday on December 14. Mr. Barry is from Carbonear but resides at Chancellor Park.
- b) Deputy Mayor Butt asked about the upcoming Jannies Parade scheduled for December 20, 2014. It is an event that the Carbonear Downtown Business Development Organization has organized. This is an informal organization. Would this be covered under the Town's insurance policy. Town Administrator to obtain advice on the matter.
- c) Deputy Mayor Butt congratulated the Carbonear Volunteer Fire Department on a very successful parade.
- d) Deputy Mayor Butt wished everyone a Merry Christmas.

11. Notices of Motion
a) Water & Sewer Regulations
Notice of Motion 14-601 **B. Bowman / D. Kennedy**
Resolved that the Town of Carbonear adopt the revised Water & Sewer Regulations as presented to Council.
12. Adjournment
Motion 14-602 **R. Noel / B. Trickett**
Resolved that the meeting adjourn at 5:15 p.m.

Deputy Mayor Frank Butt

Cathy Somers, Town Clerk