

Town of Carbonear
Regular Council Meeting, January 13, 2014
Minutes of a regular meeting of the Council of the Town of Carbonear
held in Council Chambers, January 13, 2014 at 7:00 p.m.

Members Present: Mayor George Butt Jr.
Councillors Frank Butt
Bill Bowman
Ray Noel
David Kennedy
Ed Goff

Also Present: Town Administrator Cynthia Davis
Town Clerk Cathy Somers
Director of Operations & Public Works Brian O'Grady

1. Calling of Meeting to Order
Mayor Butt called the meeting to order at 7:05 p.m. and welcomed those present at the meeting.
Mayor Butt noted that the past month has been very difficult for the outside workers both for snow clearing and water/sewer. They have work long hours in difficult conditions to continue to provide services to our town. Mayor Butt asked that the Town Administrator send a letter of thanks to the staff for their continued efforts in this regard.
Council agreed.
2. Adoption of Minutes
 - a) Regular Minutes – December 16, 2013
Motion 14-305 F. Butt / D. Kennedy
Resolved that the minutes of the December 16, 2013 Regular meeting of council be adopted as presented.
Favour 6; Opposed 0; **Carried**
 - b) Privileged Minutes – December 16, 2013
Motion 14-306 R. Noel / B. Bowman
Resolved that the minutes of the December 16, 2013 Privileged meeting of council be adopted as presented.
Favour 6; Opposed 0; **Carried**
3. Business Arising From Minutes

Motions to be ratified from the Privileged Council Meeting on December 16, 2013
Mayor Butt asked that MOTION SPE12-16-001 be ratified.
Motion 14-307 R. Noel / E. Goff

Resolved that the Town of Carbonear deny the applications for change in use for 179 Water Street and 191 Water Street from Commercial to Residential Use as the request does not comply with the Town of Carbonear Municipal Plan and Development Regulations.

Favour 6; Opposed 0; **Carried**

4. Delegations

No delegations were present to speak at the meeting.

5. Correspondence, Permits & Development

a) List of Permits Issued # 6048-6052 (list attached)

Motion 14-308

D. Kennedy / B. Bowman

Resolved to approve the list of permits #6048-6052 as per applications submitted subject to the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 6; Opposed 0; **Carried**

Councillor Kennedy noted that there was 22 single dwelling housing permits issued in 2013 in comparison to 19 in 2012.

Council noted that it is always good to see an increase in housing developments.

6. Correspondence, requiring Council's decision

None listed.

6.1 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

a) NL Public Health Laboratory, Test results of water samples collected on November 26, 2013 @ Swimming Pool & December 4 at Dept of Justice and 13-15 Bemisters Hill. Results marked satisfactory. Placed on file.

b) Heart & Stroke Foundation

RE: Letter of congratulations to the Town on winning the Mayors March Award at MNL convention.

Copied to Council, placed on file

c) Resident – Hoyles Road

RE: Email from resident regarding concern with snow clearing

Copied to the Director of Operations & Public Works & Town Administrator for review & Public Works Committee

d) Municipal Assessment Agency

New board members elected for a four year term beginning in January 2014.

Copied to council. Placed on file.

Councillor Kennedy asked that the names of the elected members be read out. Town Clerk read the names of those elected.

e) Royal Canadian Legion

Note of thanks for councils support during the Poppy Campaign.

Placed on file.

f) Municipalities NL

Circular on Electricity Conservation, Fire Safety & Emergency Preparedness

Copied to Council. Placed on file.

- g) Municipalities NL
Avalon Regional Meeting scheduled for January has been postponed to March 21-22, 2014 at the Capital Hotel in St. Johns.
Copied to Council.
- h) Department of Environment and Conservation
Operator of the Year Award 2014
Copied to the Director of Operations and Public Works & Town Administrator. Placed on file.
- i) Statistics Canada
RE: Survey of Drinking Water Plants
Forwarded to Director of Operations and Public Works. Placed on file.
- j) Canadian Museum Associations
RE: Information on funding initiatives
Forwarded to Director of Recreation and Tourism and Recreation Committee for consideration.
- k) Memorial University – Department of Archaeology
RE: Report on 2013 Carbonear Archaeological Survey
Forwarded to Town Administrator. Placed on file.

7. Committee Reports

Mayor Butt thanked the members of the Finance Committee for their work in preparing the proposed 2014 budget.

- a) Finance Committee
2014 Budget Report
Finance Chair, Councillor Ray Noel thanked the members of the Finance Committee 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.

Motion 14-309

R. Noel / B. Bowman

Resolved to approve the 2014 Budget with operating revenues and expenditures of \$5,682,905 with the accompanying Tax Structure identifying the schedule of rates and fees for 2014 as presented.

Favour 5; Opposed 0; **Carried**

Councillor Butt was called back into the meeting.

8. Reports of Town Administrator and Department Heads

- a) Director of Operations and Public Works
The Director of Operations and Public Works reviewed his report with Council on the following matters:

Power Outages/problems

- Power bump to the pool resulted in the main 1200amp breaker tripping. Once re-set the power returned to normal

- A portion of the sprinkler line behind the stage in the Civic Centre theatre broke due to frost. The sprinkler system was shut down to stop the water and our service provider repaired the problem on Monday
- A water line broke in the sprinkler room in the Rorke Store. This was repaired by our water and sewer crew. The dry sprinkler system had to be drained down as it filled with water as a result of the low pressure signal caused by the water leak.
- Our chlorinator requires re-calibration as a result of the power bumps. We are able to maintain proper chlorination levels in the meantime. Chlorination level were kept to the proper levels during the power outages as we used back up power in our chlorination house.
- We had to run our generator at the affluent pump station at the end of Pikes Lane. After the power was restored we had to continue to run the generator for another night as the transformer on the pole had failed.

Snow Clearing/Ice control

- Our crews have been out in full force dealing with the snow storms.
- Heavy rainfall after the snow storm hindered our road widening.
- No major problems were reported during this first rain fall. We answered a number calls which were addressed as they came in.
- Road widening resumed after the rain and all road are now in fairly good condition.
- We have used a lot more salt/sand then we would normally use by this time in the season. We purchased 1600 tons of sand this year (normal annual purchase)and combined this with the approx 400 tons that we have left over from last year. Normally the 400 tons that remained from the previous year would last us until early January. I estimate we have used about 800 – 1000 tons so far this year. Weather condition will dictate how we do going forward.
- We had a problem with the 2008 GMC dump truck. This took it out of commission for several days. This problem was repaired with little expense and the unit is now back in service.
- We also had a problem with the 2013 plow truck. This was a float sensor and wiring harness issue. This was addressed under warranty and the unit is expected to be back in service by end of day Monday.
- We had a significant rain/snow melt event on Sunday (Jan 12). Ten town workers were in to address all of the flooding issues throughout town. Our sewer system exceeded capacity on LeMarchant Road, Water Street and Adelaide Street. A number of residents experienced flooding in their basement. The town workers diverted water and supplied sand bags to assist. The fire department had a number of calls to assist as well. A couple of pictures are attached for your information.

Director reviewed the pictures attached to his report.

One picture is the new culvert on LeMarchant which was only filled to half capacity, but the next one up, which would be replaced in the next phase of Lemarchant Street, was pretty well full to capacity.

Some flooding in the east end of Paddys Garden but no issues in the area of the track or the west end of Paddys Garden where the stage is located. New culverts installed in Valley Road are working well.

Councillor Butt noted that he received a call from a resident of Mahaney's Lane who experienced flooding when the ditch across the road flows over and then it crosses the street.

This is an area that has been identified for capital works funding to provide new storm sewer. Estimates were completed, but capital funding would be required to complete the project.

Councillor Kennedy noted that some residents were worried that catch basins that have been a problem in the past, are cleared so that they are flowing freely. Director advised that they do inspect the problem areas before any heavy rainfall and remove anything visible. The crews also go back and inspect the locations again during heavy rain to see if there are any problems.

9. Finance

- a) **Operating Invoices** over \$2,000.00 totaling \$113,441.35
Motion 14-310 R. Noel / B. Bowman

Resolved that the Town of Carbonear approve for payment the list of invoices as presented to Council totaling \$113,441.35

Favour 6; Opposed 0; **Carried**

- b) **Capital Invoices**

Town Clerk noted the streets included for payment of invoices, and asked Council members to review same to determine if they would be in conflict of interest on any of these streets.

Councillor Noel declared a conflict of interest and left the meeting.

Street Upgrading & Paving (2013), PN 13-118

Valley Road – Part A, Bond Street – Part C, Mount Royale Est.– Part D,
Bunker Hill – Part E, Mahaney's Lane – Part F and Jane's Lane – Part G

Concord Paving, Claim Number 1.....\$168,500.83

Street Upgrading & Paving (2013), PN 13-118

Valley Road – Part A, Bond Street – Part C, Mount Royale Est.– Part D,
Bunker Hill – Part E, Mahaney's Lane – Part F and Jane's Lane – Part G

Concord Paving, Claim Number 2.....\$125,778.64

Street Upgrading & Paving (2013), PN 13-118

Valley Road – Part A, Bond Street – Part C, Mount Royale Est.– Part D,
Bunker Hill – Part E, Mahaney's Lane – Part F and Jane's Lane – Part G

Harris & Associates, Engineering Invoice 5723.....\$22,430.50

Total Capital Invoices..... \$316,709.97

Motion 14-311

F. Butt / B. Bowman

Resolved that the Town of Carbonear approve for payment a total of \$316,709.97 for the following invoices for Street Upgrading & Paving (2013), PN 13-118 Project including Valley Road – Part A, Bond Street – Part C, Mount Royale Est.– Part D, Bunker Hill – Part E, Mahaney’s Lane – Part F and Jane’s Lane – Part G

<i>Concord Paving, Claim Number 1.....</i>	<i>\$168,500.83</i>
<i>Concord Paving, Claim Number 2.....</i>	<i>\$125,778.64</i>
<i>Harris & Associates, Engineering Invoice 5723.....</i>	<i>\$22,430.50</i>

Favour 5; Opposed 0; **Carried**

Councillor Noel was called back into the meeting.

- 10. Regulations
None listed

- 11. General Business

- a) Appointment of Deputy Mayor

Town Clerk advised that while Deputy Mayor George Butt has been appointed to the position of Mayor until a by-election to fill the vacancy of Mayor is conducted, then it is advisable that Council appoint a council member to act as Deputy Mayor until that time.

Motion 14-312

R. Noel / B. Bowman

Resolved to have Councillor Frank Butt assume the office of Deputy Mayor until a by-election is held to fill the vacant position of mayor.

Favour 6; Opposed 0; **Carried**

Mayor Butt noted the following items:

Noted that the recyclables were not picked up in Zone 2 during the Friday of the last recyclables pick up and he asked that staff ensure the contractor picks up all recyclables this Friday.

Mayor Butt passed along a thank you received from Mr. Gord Goodwin of Royal Canadian Legion

Councillor Butt noted that he attended the UMC Meeting in Gander this past weekend.

He distributed the sample charter for Municipalities NL Regional Economic Development Partnership, with list of 20 towns they would like to see participating. This document is for Council to review for consideration. Deferred for future discussion.

Next UMC meeting is scheduled for Feb 25 in Deer Lake.

Councillor Butt inquired if the emergency contact line was working.

Town Clerk advised that she checked it this weekend, after she received a call saying that it wasn’t working. However, upon checking she confirmed

that it was working, but it did take about 8 rings before she received a response. She noted that the call she received was from the same area on Mahaney's Lane that Councillor Butt had received a call on as well. Town Clerk advised that she passed along the concerns she received to the Director of Operations and Public Works and crews were sent to the area to investigate the concerns.

Director of Operations also confirmed that the Emergency Line was working as he received several calls from the call distribution centre for various emergencies that were reported.

It was noted that due to the heavy rainfall, there was probably an increased call volume to the emergency line, so it may have taken a little longer to get an answer on the line.

Councillor Butt inquired as to whether the Town has an Emergency Disaster Plan. Town Administrator advised that we do.

There was a draft review prepared by the former Council, which needs to be reviewed and adopted by the existing Council as well.

We can discuss with the Fire Dept to have a warm up centre location pre-determined and set up on a permanent basis, possibly at the Fire Hall. Councillor Butt noted that he had a call from a person who does that type of work (Emergency Plan Reviews, etc.) and that person indicated they could do both for the sum of \$8,500.

Town Administrator noted that in the past, the Mayor struck the emergency preparedness committee, reviewed the recommendations with Council for implementation.

Council to review again. Mayor to appoint an Emergency Preparedness Committee from the new council

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

13. Adjournment
Motion 14-313 **F. Butt / R. Noel**
Resolved that the meeting adjourn at 7:54 p.m.

Mayor George Butt

Cathy Somers, Town Clerk