

Town of Carbonear
Regular Council Meeting, November 17, 2014
Minutes of a regular meeting of the Council of the Town of Carbonear
held in Council Chambers, November 17, 2014 at 4:00 p.m.

Members Present:	Deputy Mayor Councillors	Frank Butt Ray Noel Bill Bowman David Kennedy Brenda Trickett
Members Absent:	Mayor Councillor	George Butt Jr. Ed Goff
Also Present:	Town Administrator Town Clerk Director of Operations and Public Works Director of Recreation and Tourism	Cynthia Davis Cathy Somers Brian O'Grady Rob Button

1. Calling of Meeting to Order
Deputy Mayor Butt called the meeting to order at 4:05pm and welcomed those present at the meeting.
Deputy Mayor Butt apologized for the Mayor who was absent today due to work commitments out of town.
2. Adoption of Minutes
 - Regular Minutes – November 3, 2014 Noel/ Bowman
Motion 14-557 **R. Noel / B. Bowman**
Resolved that the minutes of the November 3, 2014 Regular meeting of Council be adopted as presented.
Favour 5; Opposed 0; **Carried**
3. Business Arising From Minutes
No Business Arising
4. Delegations
No delegations to speak on the agenda
5. Correspondence, Permits & Development
 - a) List of Permits Issued # 6553-6559
Motion 14-558 **D. Kennedy / R. Noel**
Resolved to approve the list of permits #6553 - 6559 as per applications received, and per the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies
Favour 5; 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) Fire & Emergency Services
RE: Funding for Provincial Firefighting Equipment not approved.
Copied to Fire Department, placed on file
 - b) Epilepsy Newfoundland & Labrador
RE: Request for donation.
Forwarded to Finance Committee
 - c) Eastern Waste Management
RE: User fee structure at the Regional Waste Management Facility located at Robin Hood Bay (April 1, 2015 to March 31, 2016) will be the following:
 - Landfill bound materials will cost \$67.60 per metric tone
 - Recyclable materials will cost \$20/00 per metric toneCopied to Town Clerk, Town Administrator, Placed on file
Fees are unchanged from last year.
 - d) Workplace Health Safety Compensation Commission
 - RE: 2015 Assessment Information
 - Prime Audit NotificationCopied to Town Clerk, Town Administrator, placed on file
 - e) Property owner Willoughby Drive
RE: Request to purchase parcel of adjacent land
Forwarded to Development Committee
 - f) Kiwanis Club of Carbonear
RE: Request to sponsor an award & advertise in booklet
Forwarded to Finance Committee
 - g) Gas Tax Funds / Infrastructure Canada Evaluation Services
Request to participate in online survey
Copied to Town Administrator
 - h) Department of Environment and Conservation, Water Resource Management Division
RE: 2014 Winter Drinking Water Quality Report
Copied to Town Administrator
 - i) Municipalities NL
RE: Info Note
Copied to Council
 - j) Property Owner Valley Road
RE: Correspondence regarding permit application to construct an extension to existing garage
Forwarded to Development Committee

6. Committee Reports

a) Finance, Human Resources & Administration Committee

Councillor Noel presented the following motions from the Finance Committee recommendations:

Motion 14-559

R. Noel / B. Bowman

Resolved to approve for payment the list of operating invoices in the amount of \$33,511.71 submitted to council.

Favour 5; Opposed 0; **Carried**

Motion 14-560

R. Noel / B. Trickett

Resolved that the Town of Carbonear make application for funding for an extension to the Conception Bay Regional Community Centre to an eligible government funding program.

Favour 5; Opposed 0; **Carried**

Motion 14-561

R. Noel / D. Kennedy

Whereas there are two units that are not in a habitable condition, Be It Resolved that the Town of Carbonear adjust the water/sewer rates by two units on Account 112197 for 2014.

Favour 5; Opposed 0; **Carried**

Motion 14-562

R. Noel / B. Trickett

Whereas the property for Account 112194 is vacant; Be It Resolved to adjust the water/sewer tax to the minimum water/sewer tax until property is ready for occupancy.

Favour 5; Opposed 0; **Carried**

b) Development Committee

Councillor Kennedy presented the following motions as recommended by the Development Committee:

Motion 14-563

D. Kennedy / R. Noel

Resolved to approve placement of a temporary shelter on property situate at 57 The Gap Road per application submitted with the understanding that the shelter may have to be removed in 2015 if changes proposed to the Gap Road does not take place.

Favour 5; Opposed 0; **Carried**

Motion 14-564

D. Kennedy / B. Bowman

Whereas there has been no objections received from the variance notifications for the proposed new building construction at 29 Goff Avenue; And Whereas site work and the foundation location are regulated by the municipality and not Service NL; Be it Resolved to approve completion of phase I of the development application to construct a new building at 29 Goff Avenue where phase I will allow for site work and foundation installation only per the requirements of the Carbonear Municipal Plan and Development Regulations.

Favour 5; Opposed 0; **Carried**

Request to install posts for flyers

At this time, the Development Committee does not feel that this should be approved. Council agreed with the Committee's recommendation. Town Administrator to write the applicant to advise of Council's decision on the matter.

Motion 14-565

D. Kennedy / B. Trickett

Resolved that the Town of Carbonear approve the Business Development Application to open a Dance & Music School from 110 Columbus Drive per the Town of Carbonear Municipal Plan and Development Regulations and per applicable approvals from the Department of Government Services and Lands and/or other applicable government departments and agencies.

Favour 5; Opposed 0; **Carried**

Motion 14-566

D. Kennedy / B. Bowman

Resolved to approve construction of a front and side deck situate lot 62 Line Road per the Town of Carbonear Municipal Plan and Development Regulations.

Favour 5; Opposed 0; **Carried**

Line Road - New Cabin construction

Committee Recommendation:

The committee is not recommending approval of the application as it does not conform to the Carbonear Municipal Plan and Development Regulations.

Council agreed with the Committee Recommendation. Town Administrator to complete further investigation on the matter.

Motion 14-567

D. Kennedy / B. Trickett

Resolved to approve a permit to construct a shed situate Line Road per application submitted upon receipt of applicable approvals from the Department of Environment and Conservation and/or per other applicable government departments and agencies.

Favour 5; Opposed 0; **Carried**

Motion 14-568

D. Kennedy / R. Noel

Resolved that the Town of Carbonear approve the development application to construct a new dwelling at 21 D'iberville Street per the requirements of the Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 5; Opposed 0; **Carried**

Motion 14-569

D. Kennedy / B. Bowman

Resolved to approve the development application to construct a shed at 192 Valley Road per the requirements of the Town of Carbonear Municipal Plan and Development Regulations; and further subject to receiving no objections to the variance as distributed to the property owners in the immediate vicinity.

Favour 5; Opposed 0; **Carried**

Councillor Noel asked for clarification on what the immediate vicinity includes. Town Administrator advised that we send a copy of the variance to each of the neighbouring properties on either side of the proposed development and the property directly across the street from the proposed development.

7. Reports of Town Administrator and Department Heads

a) Town Administrator

The Town Administrator reviewed the following items from her report with Council:

Financial Report

See report distributed to October 31, 2014.

All Departments within budget.

Revenue for taxation should be on par as well.

Hiking/Walking Trail Project

Nothing new to report as we are still waiting on approval to occupy the land along the brook for the Hiking/Walking Trail.

Question: If approved, may have to wait until the spring due to weather conditions.

Town Administrator to investigate to see if the project can be deferred until spring.

2014-2017 Multi Year Capital Works Program

Approval has been received to call Tender on the Pike's Lane Lift Station Upgrade. This will be advertised in the paper on Saturday and will be up on the Government website tomorrow. Closing is scheduled for Dec. 8.

234 Water Street

Some new details on this project to be reviewed by Council.

Bulk Collection and Fall Newsletter

The fall newsletter has been distributed. A reminder that bulk collection will be taking place next week (November 24—28).

2013 Audit

The 2013 Audit is still ongoing. It appears that it is nearing completion and the auditor is expecting that the statements should be ready by the end of November or early December.

Downtown Upgrades and Walking Trail Project

Since last meeting I have completed some research for the proposal on this project. I have been forwarded some information from the

Development Officer with ACOA. I will continue to work on this with her. A

draft will be reviewed with the Development Committee for recommendation to Council before any final proposal is completed.

Staff Christmas Social and Turkeys

Staff Christmas dinner and dance has been scheduled. I just wanted to confirm that the Town will be having the annual Christmas Dinner and Dance.

Also, will Council be providing turkeys to staff as in the past? I will need this confirmed as soon as possible so the turkeys can be ordered.

Council agreed it would continue.

Councillor Bowman asked if the walking trail could be continued this fall, if it can't be deferred to spring.

Town Administrator to investigate.

b) Director of Operations and Public Works

The Director of Operations and Public Works reviewed the following from his report to Council:

- Pikes Lane / Beach effluent station. This is now approved and ready to go to tender. We should see it advertised this week.
- Our asphalt recycler is still at Sansom Equipment, the authorized Kubota repair shop. Bagela, the manufacturer is talking directly with Sansom. A lot of information has exchanged hands. I attempted to get an update but as of today but was unable to get additional information.
- Ditching work is being completed around town and will continue into the fall. Today, the ditching was completed on Water Street between Captain Franks Lane and Church Street.
- We have purchased our salt and sand through the Government Purchasing agreement. This product is now being trucked down. Approximately half of it has been delivered to the new site.
- We are now completely moved to our new site on Goff Avenue. We only have a minor bit of cleanup to do on the old site. This site is now ready for disposal if council chooses.
- The concrete work we have approved for this year may not be able to happen. In order to install new concrete we have to cut back the asphalt. I have been in contact with the asphalt plant and it is unlikely we will be able to get any asphalt. As you know our recycler is out on commission. We cannot do the work and leave the asphalt not completed all winter as water will get under the work and freeze causing damage.

The concrete repair to the sidewalk on London Road and at the beginning of Highroad South will be done by town staff.

- We have done some painting work on the Powell Drive/Highroad South intersection. When/if we get another good day we will complete this painting.
- The 2008 Ford pickup was involved in an accident. A resident backed into the side of the pickup doing significant damage. This vehicle is 7

years old and has 195,000km. As a result it is a possibility that the cost of repair may exceed the value of the pickup. If this is the case the truck will be written off. As per our vehicle replacement schedule this vehicle is due for replacement this year. I will advise on the outcome once we hear from the adjusters.

Deputy Mayor Butt asked if anyone was physically injured in the accident. Director advised that there was nobody physically injured in the accident.

- The additional street lights approved for the Powell Drive/Highroad South intersection have been requested from NL Power.
- We were unable to get gabions from our supplier to do the ditch repair on LeMarchant Road. However, one of the local contractors has some left over that we can purchase. We should be able to obtain enough for this repair and get it completed before the snow comes.
- We have investigated the request to trim a tree on the Lower Southside Road. This tree does not pose any concerns for snow clearing and is not on a street intersection.

Deputy Mayor Butt asked if all concrete work would be postponed. Some sidewalk repair could be completed, but anything that required asphalt repairs to tie in to the concrete would have to wait. Some areas we may be able to do some other work for the short term until it is completed next year.

c) Director of Recreation and Tourism

The Director of Recreation and Tourism reviewed the following information 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. Work to be completed includes: cleaning of pool filters, painting of the walls on pool deck (lower portion), sanding of wood in sauna, etc. The pool will re-open at a reduced holiday schedule on the 29th with regular programming beginning on January 5th.
- 3.) Christmas Season is coming upon us. That time of year again to get the community decorated for the season. I have spoken with Brian regarding this and will coordinate the installation of lights and decorations.
- 4.) Dog park fencing began last week. Crews were supposed to be onsite today completing fence work but weren't, so will follow up on that tomorrow. Upon installation of fence, ground work will begin.

Financial & Program Analysis

	<u>2014</u>	<u>2013</u>
Pool Revenue - November 13 th (less HST)	\$246,081.44	\$243,173.05
Lesson Registration	1,762	1,859
Pool Visitation	29,895	27,566

Programs & Grants

- 1.) "The Boys and Girls that Went Over". Our next edition of the community concerts, remembering and honouring those who have fought and died for us, was a huge success. My hat goes off to Florence Button and Leslie Forward for organizing a great show. As well as, to all the performers and back stage help. The Show was a great Tribute!!
- 2.) Our Wednesday night program started last week. We had a couple of participants for both groups. I feel this program will grow as time goes on. I have had it announced at school and posted to the Recreation Department Facebook page. Facebook page had nearly 1200 hits. Have re-posted as a reminder again this week.
- 3.) Swim to Survive - I have been working with Canadian Tire Jump Start for funding of this program. I have spoken to local chapter representatives and they are following up with the organization.

Councillor Noel asked if the sign has been updated. Director advised that he has sent in a request to have it changed to the Tree lighting. Will try to add something on the new Recreation Program at the school as well.

Director of Recreation and Tourism noted that he followed up on the automatic doors for the pool, and is currently waiting on some electrical changes, and then work can be completed. He also advised that wheelchairs have been allowed on deck and the table on the lower portion at the desk will be reinstated. This creates the lower counter area for those patrons who need wheelchair accessibility.

8. Finance
Operating Invoices over \$2,000.00 totaling.....\$33,511.71
Motion obtained earlier in the Finance Committee Report.
9. Regulations
None listed.
10. General Business
Deputy Mayor Butt noted that there was some difficulties with access at the War Memorial during the November 11 ceremony. Town Administrator advised this could be discussed further in Committee to work out a better solution for next year.

11. Notices of Motion
No notices of motions were filed

12. Adjournment
Motion 14-570 **R. Noel / B. Trickett**
Resolved that the meeting adjourn at 4:49 p.m.

Deputy Mayor Frank Butt

Cathy Somers, Town Clerk