

**Town of Carbonear
Regular Council Meeting, March 3, 2014**

Minutes of a regular meeting of the Council of the Town of Carbonear
held in Council Chambers, March 3, 2014 at 7:00 p.m.

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

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

1. Calling of Meeting to Order
Deputy Mayor Butt called the meeting to order at 7:05 p.m. and welcomed the media and the members of the Butt Family present.
2. Swearing in of George Butt Jr. as Mayor
*The Oath of office was completed by George Butt Jr.
Deputy Mayor Frank Butt vacated the chair which was assumed by Mayor George Butt Jr. for the remainder of the meeting.*
3. Adoption of Minutes
Regular Minutes – February 17, 2014
Motion 14-352 F. Butt / B. Bowman
Resolved that the minutes of the February 17, 2014 Regular meeting of council be adopted as presented.
Favour 6; Opposed 0; **Carried**
4. Business Arising From Minutes
There was no business arising from the minutes.
5. Delegations
No delegations were present to speak to Council.
6. Correspondence, Permits & Development
 - a) List of Permits Issued # 6069-6072 (List attached)
Councillor Bill Bowman declared a conflict of interest (relative on the permit listing) and left the meeting.
Motion 14-353 D. Kennedy / F. Butt
Resolved to approve the list of permits #6069-6072 as per applications submitted subject to the Town of Carbonear Municipal Plan and

Development Regulations and other applicable regulations and policies.
Favour 5; Opposed 0; **Carried**

6. Correspondence, requiring Council's decision

a) Recreation NL – March is National Nutrition Month

Motion 14-354 **D. Kennedy / F. Butt**

WHEREAS the goal of National Nutrition Month is to encourage all Canadians to eat well;

AND WHEREAS Registered Dietitians are a trusted source of credible nutrition information and are launching a campaign focusing on helping consumers make healthier food choices;

AND WHEREAS Canadians are interested in healthy eating and want information to help them achieve this goal - dietitians offer nutrition resources as well as interactive tools on the Dietitians of Canada web site - www.dietitians.ca

AND WHEREAS to celebrate National Nutrition Month, the Dietitians of Carbonear have organized a fun, educational event.

NOW, THEREFORE, I, Mayor George Butt Jr. of the Town of Carbonear of Newfoundland and Labrador, DO HEREBY PROCLAIM the month of March 2014, NUTRITION MONTH in the Town of Carbonear, Newfoundland and Labrador.

Favour 6; Opposed 0; **Carried**

6.1 Correspondence received and action taken

Council was advised to review the list of correspondence and action taken and inquire of staff or the appropriate committee if there are any questions pertaining to the correspondence.

a) Lifesaving Society

RE: Annual General Meeting 44th Annual General Meeting (Friday, May 30, 2014) and Information session on Programming Best Practices.

Copied to Director of Recreation & Tourism and Recreation Committee

b) Habitat for Humanity NL & Labrador

RE: Request to consider partnering with Habitat for Humanity NL to provide affordable home ownership options for families in the Town of Carbonear.

Forwarded to Development Committee

c) NL Public Health Laboratory, Test results of water samples collected on January 20, 2014 & February 11, 2014 @ the Dept of Justice and 13-15 Bemister's Hill. Results marked satisfactory. Placed on file.

d) Newfoundland Power

RE: Request to rebuild transmission line from the Harbour Grace Substation on Lady Lake Road to Forest Road in Carbonear. This will require two poles to be replaced at Carbonear substation.

Forwarded to the Director of Operations and Public Works for review.

e) Municipal Assessment Agency Inc

New Board of Directors for 2014. Avalon: Mayor Elizabeth Moore (Vice-Chairperson), Clarkes Beach

- f) MHA, Sam Slade (District of Carbonear – Harbour Grace)
RE: Request to meet with council prior to the House of Assembly opening in early to mid March to discuss future planning for the Town of Carbonear
Copied to Council
- g) Department of Environment and Conservation, Crown Lands
RE: Crown land approval for file NO: 131445 (Agriculture) Freshwater
Placed on file
- h) Business Owner – Water Street
Parking and snow clearing concerns
Forwarded to Public Works Committee
- i) Resident / Highroad South
RE: Town of Carbonear Nuisance by-law
Forwarded to Public Works Committee
- j) Resident / Crowdy Street
RE: Request for meeting with Public Works committee
Forwarded to Public Works Committee
- k) Resident / Mahaney's Lane – Request to speak at council meeting
Forwarded to Town Administrator and Public Works Committee
- l) Municipalities NL
INFO note
Copied to Council & Town Administrator. Placed on file
- m) CBN Men's Basketball League – Request for donation
Forwarded to Finance Committee
- n) CBDC Trinity Conception
RE: Lunch 'n' Learn (New Canada Anti Spam Legislation)
Monday, March 24, 2014 from 12 – 2 pm.
Copied to Council. Placed on file

7. Committee Reports

- a) Development Committee
Councillor Kennedy presented the following recommendations from the Development Committee:

Motion 14-355

D. Kennedy / R. Noel

Resolved that the Town of Carbonear approve the development application at 19 Long's Hill to repair the existing fence and deck the existing concrete front step with wood where the step will not exceed the size of the existing step subject to the Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 6; Opposed 0; **Carried**

Motion 14-356

D. Kennedy / B. Bowman

Resolved to approve the placement of a portable shed at 3 Burgess Place subject to the shed being relocated to meet the minimum side yard standards by April 30, 2014 and further subject to the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 6; Opposed 0; **Carried**

Motion 14-357

D. Kennedy / F. Butt

Resolved to refuse the development application to change the use of property situate at 228 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**

Motion 14-358

D. Kennedy / R. Noel

Resolved that the Town of Carbonear approve the application to subdivide property at 213 Water Street as per the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 6; Opposed 0; **Carried**

Motion 14-359

D. Kennedy / F. Butt

Resolved to complete the Municipal Recommendation Form approving the purchase of Crown Land per the application submitted at 1 CHVO Drive.

Favour 6; Opposed 0; **Carried**

The committee chair advised Council to review the committee report and if there were any questions they could be referred to a committee member.

- b) Finance, Human Resources and Administration Committee
Councillor Noel presented the following recommendations from the Finance, Human Resources and Administration Committee.

Motion 14-360

R. Noel / B. Bowmann

Resolved that the employee currently temporarily appointed to the Water Waste Water Labourer position be appointed to the position on a permanent full time basis effective from the date of receipt of Level 1 Water Distribution System Operator Certification.

Favour 6; Opposed 0; **Carried**

Motion 14-361

R. Noel / F. Butt

Resolved that the Town of Carbonear proceed to place a 1/5 page advertisement in the Horizons Community Profile supplement of the Transcontinental newspaper at a cost of \$1243.75 plus HST.

Favour 6; Opposed 0; **Carried**

Motion 14-362

R. Noel / E. Goff

Resolved that the Town of Carbonear place a full page advertisement in the booklet in support of the CeeBees Atom "D" All Newfoundland Tournament held from April 24 – 26, 2014 at a cost of \$100.

Favour 6; Opposed 0; **Carried**

Motion 14-363

R. Noel / E. Goff

Resolved that the Town of Carbonear approve a 1/3 page ad in the Summer Vacation Guide supplement for Transcontinental Newspapers at a cost of \$464.10 plus HST.

Favour 6; Opposed 0; **Carried**

Motion 14-364

R. Noel / F. Butt

Resolved that the Town of Carbonear amend the Low Income Policy to include the cost of replacing existing water and/or service connections for existing dwellings.

Favour 6; Opposed 0; **Carried**

Motion 14-365 **R. Noel / D. Kennedy**

Resolved to adopt the Financial Statements for the year ended 2012 as presented by the Auditor

Favour 6; Opposed 0; **Carried**

The committee chair advised Council to review the committee report and if there were any questions they could be referred to a committee member.

- (c) Public Works, Waste Management and Community Services Committee
Deputy Mayor Butt presented the following recommendations from the Public Works, Waste Management and Community Services Committee:

Motion 14-366 **F. Butt. / B. Bowman**

Resolved to approve the Municipal Recommendation form for the Crown Land Application for a water & sewer easement between Fraize Avenue and Park Lane as per application submitted.

Favour 6; Opposed 0; **Carried**

Motion 14-367 **F. Butt / D. Kennedy**

Resolved that the Town of Carbonear award the tender for a 2014 Yanmar Hydraulic Excavator per tender specifications from Atlantic Powertrain & Equipment at a cost of \$114,297.14 plus HST; and Be if further resolved to request an approval to borrow from the Department of Municipal and Intergovernmental Affairs from a chartered bank offering the lowest lending rate for a term of 84 months.

Favour 6; Opposed 0; **Carried**

Motion 14-368 **F. Butt / R. Noel**

Resolved that the Town of Carbonear approve the purchase of a 2014 BWS EZ-2 Load Air Ramp Tag Trailer per tender specifications from Atlantic Powertrain & Equipment at a cost of \$24,296.00 plus HST..

Favour 6; Opposed 0; **Carried**

Motion 14-369 **F. Butt / B. Bowman**

Resolved that the Town of Carbonear award the tender for a 2014 Dodge Pickup Truck per tender specifications at a cost of \$38497.96; and Be if further resolved to request an approval to borrow from the Department of Municipal and Intergovernmental Affairs from a chartered bank offering the lowest lending rate for a term of 60 months.

Favour 6; Opposed 0; **Carried**

The committee chair advised Council to review the committee report and if there were any questions they could be referred to a committee member.

8. Reports of Town Administrator and Department Heads

a) Director of Operations and Public Works

A report had previously been distributed for the information of Councillors. The report updated Council on the following: frozen service lines, the auto dialer for the chlorine system has been ordered, repairs have been completed under warranty for the two pickups that were in for repair, additional salt and sand is being delivered since the inventory was near depletion, assistance is being provided for sewer service line that runs

across the CNA property that is frozen, cold patch has been delivered to repair the worst of the potholes until the weather improves to use the asphalt recycler, the tender specifications will be prepared for review on the equipment purchase for snow clearing of sidewalks, street sweeping and asphalt milling machine.

9. Finance

- a) **Operating Invoices** over \$2,000.00 totaling \$18,457.82

Motion 14-370

R. Noel / F. Butt

Resolved to approve for payment the list of operating invoices over \$2,000 totaling \$18,457.82 as listed to Council.

Favour 6; Opposed 0; **Carried**

10. Regulations

No new regulations or amendments proposed at this time.

11. General Business

- (a) Report on Fire Calls – Deputy Mayor Butt reported that there have been 23 calls to the Fire Department for assistance between January 1 – February 28, 2014.
- (b) Congratulations to Mayor Butt – Council extended congratulations to Mayor Butt and indicated that they looked forward to working together.
- (c) Winter Carnival – Councillor Goff reported that the Winter Carnival was a great success. It was enjoyed by all ages and well attended. A thank you was extended to the Special Events Committee for their efforts and commitment. Plans are underway for the July 1 celebrations. The Navigators have been booked for the Canada Day Concert. A letter of thank you to be sent to the Special Events Committee.
- (d) Tablets – The Town Administrator is currently investigating meeting agenda software to be installed on the tablets for Council Meetings.
- (e) Parking Issues at Recreation Complex – There was an inquiry about whether there were parking issues in front of the Swimming Pool since the pool opened. The Director of Operations and Public Works reported that there have been some issues. He is aware that the school advised the staff not to park in front of the pool due to complaints from pool patrons. Staff are not parking in front of the building but are parking directly west of the building. Snow clearing of the area is not being completed by the school district as they advised. The Director to follow up with the school board on the status of the snow clearing.
- (f) Heritage Society 35th Anniversary – Councillor Noel suggested that a letter of congratulations be forwarded to the Carbonear Heritage Society.
- (g) Grand Opening of Nygard – Mayor Butt advised that he assisted the T.C. Square Mall Manager (Wally Snow) cut the ribbon for the new business opening. The Mayor also stated that he is looking forward to his term as Mayor and working with Council. He indicated that he had a good council and he is looking forward to working with Council to continue to improve

the town as a great place to live, work and play.

12. Notices of Motion

No notices of motions were filed.

13. Adjournment

Motion 14-371

F. Butt / R. Noel

Resolved that the meeting adjourn at 8:05 p.m.

Mayor George Butt Jr.

Cynthia Davis, Town Administrator