

**Town of Carbonear**  
**Regular Council Meeting, May 20, 2014**

Minutes of a regular meeting of the Council of the Town of Carbonear  
held in Council Chambers, May 20, 2014 at 7:00 p.m.

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

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

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1. Calling of Meeting to Order  
Mayor Butt called the meeting to order at 7:00pm.
  2. Adoption of Minutes  
Regular Minutes – May 5, 2014  
**Motion 14-429** **R. Noel / B. Trickett**  
*Resolved that the minutes of the May 5, 2014 Regular meeting of council be adopted as presented.*  
Favour 7; Opposed 0; **Carried**
  3. Business Arising From Minutes  
None
  4. Delegations  
No delegations present to speak.
  5. Correspondence, Permits & Development  
Councillor Kennedy noted that there was no Development Meeting since our last regular meeting.
    - a) List of Permits Issued # 6111 – 6155 (List attached)  
Mayor Butt declared a conflict of interest on one of the permits listed and left the meeting.  
Deputy Mayor Butt assumed the chair and called for a motion to adopt the list of permits.  
**Motion 14-430** **D. Kennedy / B. Bowman**  
*Resolved to approve the list of permits #6111-6155 as per applications*

*received subject to the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.*  
Favour 6; Opposed 0; **Carried**

Mayor Butt was called back into the meeting and assumed the chair.

Permits: (Received, not reviewed)

- 49 Highroad North – New dwelling
- 183 Water Street - Change of Use
- 179 Water Street – Change of use
- Clarkes Road – Rezone Land
- Off English Hill – New dwelling

5.1 Correspondence, requiring Council's decision

a) Municipalities NL

RE: Nomination for Directors

Place on file. Council members will review and advise if they are interested in running for the position of Director for MNL.

b) The Office of the MHA, Carbonear – Harbour Grace

RE: Petition for stadium in Harbour Grace

Mayor Butt read the petition to Council.

Staff to place in main entrance for public signatures.

c) MRON

RE: Proclamation –Supported Employment Awareness Month

Mayor Butt read the petition to Council.

**Motion 14-431**

**D. Kennedy / B. Trickett**

Resolved that the Town of Carbonear approve the attached resolution as presented by MRON for Supported Employment Awareness Month in the Town of Carbonear.

Favour 7; Opposed 0; **Carried**

5.2 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

a) Relic Riders Motorcycle Club

RE: Request for donation

Forwarded to Finance Committee

b) Municipalities NL

- UMC Meeting Agenda – June 6 & 7, Clarenville
- INFO Note
- Call for submission for Municipal New

Copied to Council, placed on file

c) Department of Municipal Affairs – Office of the Minister

RE: National Day of Honour – Friday May 9, 2014

Copied to Council

d) Lifesaving Society

RE: Spring / Summer Mail

Copied to Director of Recreation and Tourism & Recreation Committee

e) Fire Underwrites Survey and the Canadian Association for Fire Chiefs

RE: 2014 National Fire Chief of the Year Awards event. Deadline to submit is August 1, 2014.

Copied to Town Administrator and Fire Department

- f) PMA  
RE: Information for Purchasing Light Vehicles/Tendering  
Copied to Town Administrator
- g) Eastern Health  
RE: Community Development Fund application and guidelines  
Forwarded to Recreation Committee & Director of Recreation and Tourism
- h) Fire & Emergency Services  
RE: Teleconference on Province Wide Basic 911  
Copied to Town Administrator and Fire Chief
- i) Carbonear – Harbour Grace District Liberal Association  
RE: Fundraiser Dinner and Dance, May 30, 2014 at the Royal Canadian Legion.  
Request for donation and booklet advertisement  
Copied to Council
- j) Department of Municipal and Intergovernmental Affairs  
Municipal Engineering and Planning Branch  
RE: Wastewater Systems Effluent Regulations – Sewer Outfall Report  
Copied to Town Administrator and Director of Operations and Public Works
- k) Recreation NL  
RE: Information brochure and poster to celebrate Recreation Month, June 2014.  
Copied to the Director of Recreation and Tourism
- l) Kiwanis Club of Carbonear  
Correspondence expressing sincere thanks and appreciation to the administration, staff of the Town of Carbonear for their cooperation during the Festival 2014.  
Copied to Town Administrator, Placed on file.
- m) Heritage Foundation of Newfoundland and Labrador  
RE: Approval of a maintenance grant for the Old Carbonear Office.  
Forwarded to Town Administrator and Recreation Committee
- n) Resident Masonic Avenue  
RE: Concerns with snow on property  
Forwarded to Public Works Committee

## 6. Committee Reports

- a) Recreation Committee  
Councillor Goff noted that there were no motions being brought forward from the Recreation Committee. However, he noted the following:
- Dog Park, work being done for opening this fall
  - Communities in Bloom at end of July
  - Number of events coming up through the summer.

Deputy Mayor Butt asked if we would be using the whole property.

200' x 300' bottom portion below the basketball court will be used for the dog park.

Deputy Mayor noted that years ago the property was donated for use as a playground for children, would like to see more playground equipment there and suggested we need to evaluate a solution for better access to the property. Proper access would encourage more use. Recreation Committee to review further for recommendations to Council

7. Reports of Town Administrator and Department Heads

a) Town Administrator

Town Administrator referenced the following items from her report.

- Financial Report provided, within budget to date.
- Business Operation – 4 kelby Corners  
Director met with the business owner, but he had no firm plans. Councillor Goff met with him as well, the property owner requested Council to provide the parameters and requirements to him. Discussed.

Town Administrator and the Director of Operations and Public Works to contact the property owner again, discuss it with him, then request him to submit the application.

- Wireless router installed today.
- Website still being updated.
- Summer students – No provincial summer students approved this year. We need those to keep the Museums open this summer. Mayor asked the cost if we had to hire them ourselves. Based on 30 hours per week for seven weeks times 3 students, it would cost about \$6,500  
May be able to partner with the Theatre Board to utilize other students to assist.  
Town Administrator to investigate further options.
- Archeology Project
- Hiking Trail

Councillor Kennedy noted that there was a trampoline on the brook side of Pondsides Road near Leslie Street.

Director of Operations and Public Works to have it removed.

Deputy Mayor Frank Butt raised the issue of the demolition order issued on the property of 234 Water Street

**Motion 14-432**

**F. Butt / B. Bowman**

Resolved that the Town of Carbonear commence with the immediate demolition of the building known as the former Easy Save building in downtown Carbonear;

Furthermore, the Town will contact a hazardous waste company to assess the condition of the building with respect to the presence of asbestos.

During this assessment, the company will provide a cost of removing any

asbestos, if present, from the building.

Prior to the demolition, a pest control company shall be contacted to control the rodent population that may be present

Once the building is demolished, the Town will immediately proceed with the sale of the land to recover the cost of the demolition.

**Favour 3; Opposed 4: Failed.**

Deputy Mayor Butt, Councillor Bowman and Councillor Trickett voted in favour of the motion.

Mayor Butt, Councillors Noel, Kennedy and Goff opposed the motion as they requested further information in regards to the cost of demolition before proceeding with demolition.

Director of Operations to contract appropriate source to conduct sampling of the building materials to determine if there is any asbestos in the building, and also to obtain an estimate to demolish the building, and an estimate for pest control once the building is demolished.

Discussed.

Town Administrator noted that the Town does have first lien on the property, but you can only proceed to tax sale if there is outstanding taxes owing on the property. You can not proceed with tax sale to recover the cost of demolition. To try and recover the cost of demolition, the town would have to sue the owner for the cost of demolition and register a lien on the property for the cost of the demolition. This lien would have to be considered with any other liens that may exist on the property.

Town Administrator to have the legal work done to determine if there are any other liens on the property.

b) Director of Operations and Public Works

- We are experiencing our average number of water leaks. These are being completed as they come in.
- Water main flushing has started this week. The schedule is as follows:  
May May 19 – 23 West end  
May 26 – 30 North side  
June 2 – 6 South side
- The water main relocation at the Coastal Outdoors site was completed Thursday night, May 15.
- The seasonal staff has now been recalled for the season. Spring repairs, cleanup, ditching, etc have now commenced. Asphalt repairs are ongoing.
- We received our new excavator and trailer. This piece has been working full time since it has arrived.
- Shale dug out
- Ditching being completed
- We received the new line-painting machine late last week. We will be putting this into service as soon as the weather dries.

- The new pickup we have purchased is built and on a train somewhere in the northern US. It is scheduled to arrive on June 11, 2014.
- The V4 Yanmar compact loader should arrive by the end of the month. This will be an important delivery as two of the attachments will be used immediately, the sweeping brush will help with street cleaning and the cold planer will help with asphalt repairs.
- The auto dialer will be installed in the chlorination house the week of May 26 – 30. The final component is expected to arrive by mid week. The unit will be set up and programmed at the shop prior to installation.
- Contractors have all the materials delivered for the second stage of the Willoughby Sub-division.
- Contractor on sub-division off Tyre's Drung, known as Coral Heights is proceeding with 3 housing developments on the 12 lots that have been approved.

Councillor Kennedy noted that we should consider moving on the possibility of a new parcel of land for our Works Depot. Director of Operations and Public Works to review with the Public Works Committee for recommendation to Council.

c) Director of Recreation and Tourism

Pool & Rec Maintenance

General Maintenance continually being completed. Staying on top of Miscellaneous items. Sauna door has been removed as it was a safety hazard. Replacement door has been ordered. (2 week delivery time)

Have made contact with electrician regarding timers for exterior lighting. Waiting for installation.

Replacement sign for Hr. Rock Hill is being tended to. I have been in consultation with the heritage society.

Seasonal Employee has started. All playground equipment is out. Lime and Fertilizer has been spread. Soccer nets will be installed this week. Delayed because we were short clips, they arrived on Friday.

Installation of play structure for Crocker's Cove Playground has started.

Inspected Paddy's Garden last week. Some damage to toilets due to the flood. Will know full extent next week.

Received one quote to repair dugout, \$3500 plus HST. Will get another quote or two. Hoping to get a motion to award based on that quote being the maximum so I can start as soon as possible.

**Motion 14-433**

**D. Kennedy / R. Noel**

Resolved that the Town of Carbonear proceed to award a contract to repair the softball dugout at a cost not to exceed \$3,500 + HST.

Favour 7; Opposed 0: **Carried**

Financial & Program Analysis

	<u>2014</u>	<u>2013</u>
Pool Revenue -May 19 <sup>th</sup> (less HST)	\$103,875.86	\$109,833.57
Last reported an \$11,000 difference, now only \$6,000.		
Outside of lessons all other programs are at last years numbers or greater.		
Lesson Registration	716	872
Pool Visitation	12,062	11,061

Programs & Grants

Received Canada Summer Job Student grants. Same number as last year. Application process closes on Friday, May 23<sup>rd</sup>. Will begin reviewing the resumes and hiring process next week.

Canada Day Concert line up is set. Featuring the Fully Dressed Men and The Navigators. Concert to be held on Saturday, June 28<sup>th</sup>. Family Activities will be held on Canada Day, Tuesday, July 1<sup>st</sup>.

Swim to Survive - in week 3 of 4 week program. 5 schools participating, with approx 200 children. As reported in the recreation committee report, I am working with Canadian Tire Jump Start on a substantial annual partnership, starting for September, which will allow us to include all 14 schools on the Baccalieu Trail. Will keep you posted.

The Good Ol' Carbonear Opry is shaping up to be a great event. I attended their first rehearsal last week and there is some wonderful talent. Event to take place at the Theatre on Thursday, June 5<sup>th</sup>.

Community Garden has scheduled Saturday, June 7<sup>th</sup> as opening day. The committee and gardeners will be there to prepare for the upcoming growing season.

Annual Awards ceremony is scheduled for Tuesday, June 3<sup>rd</sup>. Ad for nominations has been placed in Compass, and schools have been contacted.

I haven't checked on the Defibrillator status with Heart and Stroke. I will have something for Cynthia for next meeting if not before.

Deputy Mayor Butt noted that during the winter months, we had problems with parking in there and we noted that we would probably install pylons.

Director of Recreation to review, however he noted that the problem doesn't seem to be as bad now.

Deputy Mayor Butt asked how many hanging baskets we have around town. Director advised we have 12 around town and 4 at Paddy's Garden which the special events obtained. It would be nice to have an additional 12 throughout town.

Council Goff asked if Council could have 3 signs made for advertising the various sports and tourism events throughout the town. Council agreed. Director of Recreation and Tourism to review and obtain pricing.

8. Finance

a) **Operating Invoices:** over \$2,000.00 totaling \$60,891.52

**Motion 14-434 R. Noel / F. Butt**

*Resolved that the Town of Carbonear approve for payment the list of invoices as presented to Council totaling \$60,891.52*

Favour 7; Opposed 0: **Carried**

**Motion 14-435 R. Noel / B. Bowman**

*Resolved that the Town of Carbonear proceed with the following repairs to the Fire Hall, using existing funds from other categories within the Fire Department's existing budget allocation:*

*Supply and installation of 6" spruce clapboard primed and painted inside and out in front of the fire hall around overhead door complete with bandsaw pine trim for the price of \$2,916.86 + HST"*  
*and*

*Supply and installation of 6" spruce clapboard complete with trim on right hand side of building and fire tower on back for the price of \$7,200 + HST.*

Favour 7; Opposed 0: **Carried**

9. Regulations

None

10. General Business

Mayor Butt advised of the following:

Opening of the Jerry and Bobby Thoms Children's Library, Saturday, May 24, 2014 at the Carbonear Public Library 1-4pm

Attended the opening of a Dozen Odds gallery. Well attended.  
Used the Ultramar Parking Lot

Clean up needed around pond

Flower sale for Baccalieu Trail Animal Shelter fund.



Councillor Kennedy noted a problem with a particular dog. Councillor Kennedy to inform the Town Administrator of the details and she will have the Enforcement Officer investigate the issue.

Councillor Kennedy noted that speed signs need to be installed around town.

Councillor Kennedy asked what is needed for open fire permits.

Town Administrator advised that the fire pits must be screened. The details are in our regulations.

Deputy Mayor Frank Butt asked if Council could inquire with Ultramar to use their vacant lot for a farmers market

Town Administrator to inquire.

Deputy Mayor Frank Butt advised Tuesday, May 27 is the date for the Deputy Mayor's Walk for Diabetes.

He encouraged everyone to participate.

Council agreed to provide refreshments after the walk.

Deputy Mayor Butt asked if the resident of Southwell Place had been reimbursed for cost incurred. Town Administrator confirmed that has been done.

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

12. Adjournment  
**Motion 14-436**  
**R. Noel / F. Butt**  
*Resolved that the meeting adjourn at 8:33 p.m.*

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Mayor George Butt Jr.

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Cathy Somers, Town Clerk