

Town of Carbonear
Regular Council Meeting, May 16, 2017

Minutes of a regular meeting of the Council of the Town of Carbonear
held in Council Chambers, May 16, 2017 at 4:00 p.m.

Members Present:	Mayor Deputy Mayor Councillors	George Butt Frank Butt (remote attendance) Bill Bowman David Kennedy Ed Goff Brenda Trickett
Also Present:	Town Clerk Director of Operations & Public Works Director of Recreation	Cathy Somers Brian O'Grady Rob Button
Absent:	Councillor	Ray Noel
Also Absent:	CAO	Cynthia Davis

1. Calling of Meeting to Order
Mayor Butt called the meeting to order at 4:00pm and welcomed everyone present.
2. Adoption of Minutes
 - Regular Minutes May 1, 2017
Motion 17-116 **B. Trickett / B. Bowman**
Resolved that the minutes of the May 1, 2017 Regular meeting of Council be adopted as presented.
Favour 6; Opposed 0; **Carried**
3. Business Arising From Minutes
4. Delegations
None listed
5. Correspondence, Permits & Development
 - a) Permit listing # 7633 - 7673
Deputy Mayor Butt declared a conflict of interest on permit #7650 as it was for his brother.
Motion 17-117 **D. Kennedy / B. Trickett**
Resolved to approve the list of permits # 7633 – 7673 excluding #7650, 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**

Deputy Mayor Butt left the meeting as his remote connection was placed on

mute.

Motion 17-118 D. Kennedy / B. Trickett

Resolved to approve the list of permits # 7650, as per application received and per the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 5; Opposed 0; **Carried**

Deputy Mayor Butt returned to the meeting by remote attendance.

5.1 Correspondence, requiring Council's decision

5.2 Correspondence received and action taken:

- a) Municipalities NL
 - Info Note, Dates: (May 2, 4, 8, 9)
 - Copied to Council
- b) Property owner
 - RE: Inquiry on back yard chicken coop
 - Forwarded to Development Committee
 - Councillor Kennedy noted that the CAO is preparing some information for consideration on this matter. It should be reviewed by the Development Committee at their next meeting.*
- c) RE: Paws for MS Walk
 - Request to organize an event
 - Forwarded to Recreation, Tourism & Culture Committee
- d) St. Vincent DePaul Foodbank
 - RE: Stone soup Community Meal invitation – Monday, May 15 at the Royal Canadian Legion from 5-7 pm.
 - Copied to Council & staff
- e) Municipal Assessment Agency Inc.
 - RE: Proposed changes to the Assessment Roll
 - Copied to Town Clerk & Finance, Human Resources & Administration Committee
- f) Fire & Emergence Services
 - RE: Hotline Café, regarding no objection to an issuance of a liquor license
 - Placed on file
- g) Hospitality NL
 - Thank you for continued support and membership.
 - Correspondence placed on file.
- h) ACOA
 - RE: Approval for request of payment under the Business Development Program
 - Placed on file
- i) Heart and Stroke
 - RE: Public Access to Defibrillators Program
 - Copied to Finance, Human Resources & Administration committee
- j) Department of Municipal Affairs – Gas Tax Secretariat
 - RE: Signage for Infrastructure Projects
 - Copied to the Director of Operations and Public Works
- k) Youth Ventures Coordinator, CBDC Trinity Conception
 - RE: setting up a booth for Carbonear Days Weekend.
 - Forwarded to the Director of Recreation & Special Events Committee

- l) Heritage Foundation NL
RE: Changes to its designation and grant program
Forwarded to Recreation, Tourism & Culture Committee & EDTO
- m) Community Sector Council
RE: 2017 Student Work & Service Program (Deadline to apply June 2)
Forwarded to Director of Recreation & EDTO
- n) Town of Harbour Grace
Public Input Session for the usage of the Danny Cleary Harbour Grace
Community Centre – June 5, 7:30-9:30 pm
Copied to Council
- o) Atlantic BoysChoir
Thank you to Council for their support with the concert.
Copied to Council, placed on file
- p) Government Purchasing
RE: MSOA for tires and tubes
Copied to the Director of Operations & Public Works, placed on file
- q) MP Ken McDonald
RE: Call for proposals –New Horizons Program for Seniors
Copied to the CAO, Director of Recreation & EDTO
- r) Joint Councils of Conception Bay North
RE: Annual Joint Council Spring Dinner, Thursday, June 1 @ 7pm,
Knights of Columbus, South River
Copied to Council.

6. Committee Reports

- a) Finance, Human Resources & Administration
Councillor Kennedy presented the following motions as
recommended by the Finance Committee:

Motion 17-119 D. Kennedy / B. Trickett

*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 2015, 2016, 2017 plus applicable interest.
Favour 6; Opposed 0; **Carried***

Motion 17-120 D. Kennedy / B. Trickett

*Whereas the property was under renovation from 2008 to 2015 and a
substantial investment has been made to the property and restoration of the
building,*

*Be It Resolved that the Town of Carbonear make the following additional
tax adjustments subject to the remaining taxes being paid in full:*

- *Adjust the water/sewer tax for 2008 to the minimum of \$360, plus
applicable interest relating to that adjustment on Account STONE001;*
- *Adjust the property tax for 2008 to 2015 to a flat rate of a minimum of
\$1,000 per year, plus applicable interest on Account STONE001;*
- *Adjust the vacant land Minimum Property tax and Water/Sewer Tax for
the parking lot property for 2016 and 2017, plus applicable interest,
Account STONE002, which is being combined with the main property;*
- *Adjust the interest of \$244.75 on Account STONE003.*

*Favour 6; Opposed 0; **Carried***

- b) Recreation, Tourism & Culture
Councillor Goff relayed the following from the Recreation, Special Events, Culture & Tourism Committee:

- Walking Trail Pondsides – Official opening is scheduled for June 16. Hoping to expand on this trail further to the west over the next year or two.
- Claude Garland Memorial Park opening – Date not yet determined.
- Pike's Field – Recognition plaque Sign/plaque to be completed in the near future.
- Carbonear is entered in the Communities in Bloom contest again this year.
- Town Maps

Motion 17-121

E. Goff / B. Bowman

Resolved to approve the purchase of 5000 town maps from Saltwire Network at a cost of \$2,550 + HST.

Favour 6; Opposed 0; **Carried**

- Seniors Programming
Working with the seniors group on various activities. Special Events will be sponsoring a dance which will be open to all seniors in the community on Friday, July 7.
- Summer programming
Will continue this year, with the same daily times as last year.
- Canada Concert, July 1 – plans are well under way by the Special Events Committee.
- Dug Out – incurred roof damage in the latest wind storm. The roof is currently being repaired.
- Fence repair – the fence at Paddy's Garden was also damaged in the recent wind storm. An estimate for repairs has been obtained.

Motion 17-122

E. Goff / B. Trickett

Resolved to approve Provincial Fence to complete fence repairs at Paddy's Garden at a cost of \$3,500 + HST.

Favour 6; Opposed 0; **Carried**

Council also directed the Recreation Director to determine if there are any other chain link fence repairs required at the other recreational parks throughout town.

Councillor Trickett inquired about the signage for Sandra Smith. This is being worked on by the CAO and the Recreation Director.

- c) Development

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

Motion 17-123

D. Kennedy / B. Bowman

Resolved to send a removal order to remove an accessory building situated at 17A Earle's Lane constructed contrary to the Town of Carbonear Municipal Plan and Development Regulations.

Favour 6; Opposed 0; **Carried**

Councillor Bowman declared a conflict of interest on the next proposed

motion as it was for his brother. Councillor Bowman then left the meeting.

Motion 17-124 D. Kennedy / B. Trickett

Resolved to approve the application to place a portable shelter at 6 Crowdy Street per application submitted and per Discretionary Powers of Authority per Section 10 of the Carbonear Development Regulations.

Favour 5; Opposed 0; **Carried**

Councillor Bowman was called back into the meeting.

7. Reports of Chief Administrative Officer and Department Heads

a) Chief Administrative Officer

CAO previously distributed a copy of her report to Council. Any questions on same can be directed to the CAO.

b) Director of Recreation

The Director of Recreation reviewed the following items from his report.

Pool & Rec Maintenance

- 1.) Hot water boilers. New boiler was scheduled to be shipped on May 18th, however, had a call last week that it was ready and is on its way.
- 3.) Pool pump and Impellor has been ordered and should be ready in the next week or so.
- 4.) New playground equipment for the Recreation Complex will begin installation at end of this week.

Financial & Program Analysis

	<u>2017</u>	<u>2016</u>
1.) Pool Revenue -May. 13 th (less HST)	\$111, 229.08	\$120, 874.46
2.) Lesson Registration	812	884
3.) Pool Visitation	12,221	13,981

Despite discrepancies in numbers, pool has shown signs of rebounding with the last lesson registration, along with other programming.

Programs & Grants

- 1.) Canada Summer Jobs approvals have been received, currently accepting resumes/applications for position. Recreation received 18 positions, minor softball received 2 positions. Town received 16 positions (8 Lifeguards/8 Museum and walking tour guides). We are still hopeful of receiving 2 more positions under this program.
- 2.) Summer Calendar is starting to fill in. Carbonear Minor Ball and Mens League are rescheduled. There has also been some discussion of a Women's League on Sunday evenings.
- 3.) Canada Day Planning is well underway and Community Garden Group has met. Hoping to get Triathlon group together this week or early next week.

Council inquired about the status of the garage renovations.

Director of Recreation advised this would be completed to provide storage for the various groups using the outside fields. The work will commence after the installation of the new playground equipment is completed.

c) Director of Operations & Public Works

New Depot:

Most of the new lighting has been installed in the garage area. The old ductwork have been removed and some the new ductwork has been installed. All of the concrete removal work is complete. The new soil base (class "B" and Class "A") has been installed and compacted. The next step is to install the rebar and pour the floor. Once this is complete the steel studding for the walls can start.

The ground in the yard area has been brought to grade. Approx. 40% of the perimeter fence has been installed.

Three change orders have been submitted and discussed in meeting.

These will require a motion of council.

- Removal of additional concrete and 12" of USM (unsuitable material). Install 8" of class "B", 4" of Class "A", rebar and 4" of concrete. \$24,088.26 + HST
- Replace the supply and return ductwork to the three HVAC units. Install insulation and waterproofing to ductwork. \$17,404.39.
- Install steel channel around the 12 louvers to be installed. \$7149.83

Motion 17-125 D. Kennedy / B. Trickett

Resolved to approve the following change orders for the New Depot Project:

- *Removal of additional concrete and 12" of USM (unsuitable material). Install 8" of class "B", 4" of Class "A", rebar and 4" of concrete at a cost of \$24,088.26 + HST.*
- *Replace the supply and return ductwork to the three HVAC units. Install insulation and waterproofing to ductwork at a cost of \$17,404.39 + HST.*
- *Install steel channel around the 12 louvers to be installed at a cost of \$7,149.83 + HST.*

Favour 6; Opposed 0; **Carried**

Salt & Sand:

We have made it through with the additional salt and sand that we purchased.

Fountain:

The new fountain has arrived and has been assembled in the garage. We now have to get the new electrical control box installed. We hope to get it completed this week.

Roads:

We have been busy with the recycler getting potholes repaired. We expect the asphalt plants to be up and running just after the May 24 weekend. We will do larger areas at that time.

Street sweeping is ongoing. The brush sweeper on the small loader is cleaning the bulk sand when the roads are wet. The brush sweeps the sand into the bucket of a loader. In areas of heavy sands this is required prior to the small sweeper cleaning up. The small sweeper has a water system on board and is now working continuously in areas with less sand.

Bond Street Project

The contractor expects the remainder of the material to be delivered shortly. I expect a startup meeting this week to get that project started.

Bennett's Hill Pumphouse

The tender package was received this week for review to get Part B of the Bond Street project out to tender. A copy has also been sent to Municipal Affairs for their review and approval.

Willoughby Playground

The contractor has started to grub off the site for the new basketball court and the re-location of the playground equipment. The Director of Recreation and I have had a discussion on the location of the equipment.

Deputy Mayor Butt inquired to determine if the Penney family has been contacted in regards to the donation of the fountain.

Town Clerk advised that this purchase was approved in the Town's budget, and it was decided that Council would not approach the family at this time.

Deputy Mayor Butt inquired if any investigation was completed to determine if another fire hydrant is required on the Bond Street project. Director of Operations and Public Works advised that there are three hydrants located within the area, and that number of hydrants meet the engineering requirements, so no other hydrant is being recommended by the engineering firm.

Council inquired about Crosswalk Painting

The Director of Operations and Public Works advised that this work will be starting soon, after the street sweeping is completed

- 8. Finance
 - a) **Operating Invoices:** over \$2000.00 totaling..... \$88,746.19
Motion 17-126 **D. Kennedy / B. Trickett**
Resolved that the Town of Carbonear approve for payment the list of operating invoices as submitted totaling \$12,583.99.
Favour 7; Opposed 0; **Carried**
- 9. Regulations
None listed.
- 10. New Business
- 11. Notices of Motion
No notices of motions were filed.
- 12. Adjournment
Motion 17-127 **B. Bowman / D. Kennedy**
Resolved that the meeting adjourn at 4:35p.m.
The next meeting is scheduled for Monday, June 5th, 2017 @ 4:00pm.

Mayor George Butt

Cathy Somers, Town Clerk