

Town of Carbonear
Regular Council Meeting, October 2nd, 2017
Minutes of a regular meeting of the Council of the Town of Carbonear
Held in Council Chambers, October 2nd, 2017 at 4:00pm

Outgoing Council

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

Incoming Council

Members Present: Mayor Frank Butt
Councillors Chris O'Grady
Danielle Doyle
Ray Noel
Vic Jenkins
Amanda Hulan
David Kennedy

Also Present: Town Clerk Cathy Somers
Chief Administrative Officer Cynthia Davis
Director of Operations & Public Works Brian O'Grady
Director of Recreation & Tourism Rob Button

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1. Calling of Meeting to Order
Mayor Butt welcomed everyone to the meeting and called the meeting to order at 4:00pm.
 2. Adoption of Minutes
 - a) Regular Meeting - September 18
Motion 17-233 **R. Noel / B. Bowman**
Resolved that the minutes of the September 18, 2017 Regular meeting of Council be adopted as presented.
Favour 7; Opposed 0; **Carried**
 3. Finance
 - a) List of invoices over \$2,000 in the amount of \$9,079.95
Motion 17-234 **R. Noel / B. Trickett**
Resolved that the Town of Carbonear approve for payment the list of invoices as submitted totaling \$9,079.95.
Favour 7; Opposed 0; **Carried**

4. Correspondence, Permits and Development
- a) Permit Listing, Permits # 7891, 7966, 7989-8000 and 8003
Motion 17-235 **D. Kennedy / E. Goff**
Resolved to approve the list of permits # 7891, 7966, 7989-8000 and 8003 as per applications received and in accordance with the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.
 Favour 7; Opposed 0; **Carried**
 Councillor Kennedy noted that we have a total of 21 new houses, 8 new commercial businesses and 6 new home based businesses to date in 2017.
- 4.1 Correspondence, requiring Council's decision
- a) Change Order Eastern Contracting - \$9,350.93
 - Carbonear Municipal Depot - Repair approximately 400 square feet of floor prior to applying epoxy coating
Motion 17-236 **R. Noel / B. Trickett**
Resolved to approve change order # 0013, for Eastern Contracting in the amount of \$9,350.93 HST included for the Carbonear Municipal Depot to repair approximately 400 square feet of floor prior to applying epoxy coating.
 Favour 7; Opposed 0; **Carried**
5. Other Business
- Release of 80% of 10% holdback to Tract Consulting
 CAO advised that 10% holdback of the entire project cost has been withheld for payment, awaiting the presentation that has to be completed. CAO suggested that 80% of the 10% holdback be released as the only outstanding part of the contract is the presentation meeting.
Motion 17-237 **R. Noel / B. Trickett**
Resolved to approve for payment the amount of \$8,055.52 which represents 80% of the Holdback Invoice for Tract Consulting.
 Favour 7; Opposed 0; **Carried**
6. Transition of the Outgoing Council and Incoming Council.
 Conducted by the Town Clerk
- a) Thank-you to outgoing Council members
Mayor George Butt
 Mayor George Butt congratulated Mayor Frank Butt and the new members of council and wished them well in their term of office. He noted that he has enjoyed his 6½ terms on Council in his various positions as Councillor, Deputy Mayor and Mayor. He noted that in the 26 years he has served on Council, the Town has grown significantly. He noted that this past term was one of the best he has served and he thanked the council members of the previous term along with all staff.
- Each of the other Councillors also thanked their former Council members and congratulated the newly elected members to Council.
- Town Clerk
 On behalf of all the Town staff, Town Clerk thanked the outgoing Council members for their support and commitment to the Town during the time

they served on Council, and wished them well in their future endeavors.

The outgoing Council members were then asked to vacate their positions around the Council table, and take a seat in the audience.

b) Announcement and Introduction of the new Council members elected on September 26, 2017

Town Clerk announced the new Council members elected:

Mayor Frank Butt

Councillors: Chris O'Grady
Danielle Doyle
Ray Noel
Vic Jenkins
Amanda Hulan
David Kennedy

Town Clerk congratulated the new Council members, wished them well in their positions for the next four years, and noted that she and the other staff members look forward to working with the new Council.

7. Oaths of Office to be witnessed by the Returning Officer, Cathy Somers
Returning Officer and Town Clerk then called on each of the new Council members individually to take their Oath of Office:

- ▶ Mayor Frank Butt
- ▶ Councillor Chris O'Grady
- ▶ Councillor Danielle Doyle
- ▶ Councillor Ray Noel
- ▶ Councillor Vic Jenkins
- ▶ Councillor Amanda Hulan
- ▶ Councillor David Kennedy

8. Election of Deputy Mayor as per Section 18 of the Municipalities Act to be conducted by the Town Clerk.

Election of mayor and deputy

- 18.** (1) *At the first meeting held following the first election and each general election the councillors shall*
- (a) *where there has not been a separate election for mayor, elect one councillor to be mayor; and*
 - (b) *elect one councillor to be deputy mayor.*
- (2) *An election under subsection (1) shall be conducted by the town clerk or returning officer and shall be done by a secret ballot of councillors.*

Town Clerk called for nominations for the position of Deputy Mayor.

Councillor Vic Jenkins nominated Councillor Chris O'Grady for the position of Deputy Mayor. Councillor David Kennedy seconded the nomination.

Town Clerk asked Councillor Chris O'Grady if he would accept the nomination.

Councillor Chris O'Grady accepted the nomination.

Town Clerk asked if there were any other nominations for the position of Deputy Mayor.

Town Clerk asked for the second time if there were any other nominations for the position of Deputy Mayor.

Town Clerk asked for the third and final time if there were any other nominations for the position of Deputy Mayor.

No other nominations for the position of Deputy Mayor were received.

Councillor Chris O'Grady was declared as Deputy Mayor Chris O'Grady for the Town of Carbonear by acclamation.

9. Oath of Office for the position of Deputy Mayor
Cathy Somers, Returning Officer and Town Clerk then witnessed Councillor Chris O'Grady take his Oath of Office for the position of Deputy Mayor for the Town of Carbonear.
10. Orientation Session Information
Town Clerk asked the CAO to provide the information on the orientation session of the new council.
The CAO extended her thanks to the outgoing Council. She also congratulated the incoming Council. The CAO then proceeded to distribute the Councillor Orientation binders to each member of the new Council and advised that an outside consultant will be conducting an orientation session which will be arranged before the next Council meeting. CAO to finalize scheduled time with all Council through email.
11. Other
Mayor Frank Butt thanked the outgoing Council members and congratulated the new Council members. Each member of the new Council then had a few words of thanks and appreciation for having been elected to Council.
12. Adjournment and setting of date for the next Regular Council Meeting.
Motion 17-238 to adjourn at 4:42pm **C. O'Grady / V. Jenkins**
Resolved that the meeting adjourn at 4:42pm and that Council meet again for a Regular Council Meeting on Monday, October 16, 2017 at 4:00pm.

Mayor Frank Butt

Cathy Somers, Town Clerk