

Town of Carbonear
Regular Council Meeting, September 18, 2017
Minutes of a regular meeting of the Council of the Town of Carbonear
held in Council Chambers, September 18, 2017 at 4:00 p.m.

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

Also Present: CAO Cynthia Davis
Town Clerk Cathy Somers
Director of Recreation Rob Button

Absent: Director of Operations & Public Works Brian O'Grady (on vacation)

1. Calling of Meeting to Order
Mayor Butt called the meeting to order at 4:05pm and welcomed everyone present.
 2. Adoption of Minutes
 - a) Regular Meeting, September 5, 2017
Motion 17-218 R. Noel / B. Trickett
Resolved that the minutes of the September 5, 2017 Regular meeting of Council be adopted as presented.
Favour 7; Opposed 0; **Carried**
 - b) **Special Meeting, September 11, 2017**
Motion 17-219 F. Butt / E. Goff
Resolved that the minutes of the September 11, 2017 Special meeting of Council be adopted as presented.
Favour 7; Opposed 0; **Carried**
 3. Business Arising From Minutes
No Business Arising
 4. Delegations
No delegations present.
 5. Correspondence, Permits & Development
 - a) Permit listing # 7855, 7906, 7908, 7958, 7961, 7965, 7972-7976, 7978, 7980, 7982-7983, 7986-7988
Motion 17-220 D. Kennedy / B. Bowman
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Resolved to approve the list of permits # 7855, 7906, 7908, 7958, 7961, 7965, 7972-7976, 7978, 7980, 7982-7983, 7986-7988 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**

b) Variance – 67 Forest Road

CAO advised that the neighbouring property owners were advised of the variances being considered on this application. There was an objection received from one of the property owners who objected to the variance of the front yard set back. She noted that this property is in a RLD zone where the minimum building line setback is 8 metres, and it is being varied on 1 corner of the development to 7.2 metres. The objection received, noted reasons of obstructing view of traffic while exiting their driveway. However, CAO noted that in RMD areas of the town, only 6metre setbacks are required, this development will have a 7.2 metre setback which would exceed the 6 metres as permitted in other areas of town.

Reviewed by Council.

Motion 17-221

D. Kennedy / B. Bowman

Upon review of the objection received to the variance for the proposed development at 67 Forest Road, Be It Resolved that the Town of Carbonear approve a permit to construct a single dwelling home at 67 Forest Road as per the application and plans submitted which includes a variance in the building line setback from 8m to 7.2m, a variance in the rear yard measurement from 15m to 13.5m and a variance for the distance of a driveway access from an intersection from 10m to 9m, as per the Carbonear Municipal Plan and Development Regulations and all codes included in the plan as well as other municipal regulations and policies.

Favour 7; Opposed 0; **Carried**

5.1 Correspondence, requiring Council's decision

a) Pregnancy and Infant Loss Awareness Day – October 15, 2017
Request the Town participate by lighting up the Town purple.
Discussed. Council agreed to place purple lighting at the Community Centre.

b) Department of Municipal Affairs, Office of the Premier
New Communities Fund, Project No. 17-SCF-18-00077 (Water & Sewer Upgrading – Water Street)
Motion required to accept the agreement and to authorize the Mayor and Town Clerk to sign the agreement on behalf of Council.

Motion 17-222

R. Noel / B. Trickett

Resolved that the Town of Carbonear enter into a municipal infrastructure agreement for the financing of the Water & Sewer Upgrading – Water Street Project #17-SCF-18-00077 in the amount of \$498,759 net of

GST/HST Rebate, which is \$166,236 Federal, \$232,771 Province, and \$99,752 Municipal;
and Be It Further resolved that the Mayor and Town Clerk are authorized to enter into this Agreement on behalf of Council.
Favour 7; Opposed 0; **Carried**

5.2 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

- a) Department of Municipal Affairs & Environment (Fire and Emergency Services)
RE: Fire Prevention Week
Copied to the Fire Department.
- b) Property owner Forest Road
RE: Variance published
Forwarded to Development Committee
- c) Inquiry on land development Wexford Road
Forwarded to Development Committee
- d) Municipalities NL
 - AGM Registration Package
(Deadline for resolutions is September 29) (Deadline for refund September 29)
 - Info Notes, Sept 8 & 15
Copied to Council
- e) CBN Legendary Car Club
RE: Request to use town facility for meetings
Forwarded to Finance, Human Resources & Administration Committee
- f) Property owner – London Road
RE: Concern with garbage box
Forwarded to Public Works, Waste Management & Community Services Committee
- g) Property owner Gladstone Lane
RE: Issue with drain
Forwarded to Public Works, Waste Management & Community Services Committee
- h) Stantec
RE: Brochure on the company and services
Copied to CAO, Placed on file
- i) Pinnacle Engineering Ltd
RE: Brochure with information on company
Copied to CAO, placed on file
- j) Eastern Regional Service Board
RE: Call for nominations to the Board of Directors
Copied to Council
- k) Kiwanis Club of Carbonear
RE: Business development luncheon for Small Business Week, October 20, 12pm

at Fongs Restaurant.

Forwarded to Finance, Human Resources & Administration Committee

l) Fire & Emergency Services

RE: Request for firefighting equipment was not approved

Copied to Fire Department & CAO, placed on file

m) St Patrick's Organic Community Garden

RE: Harvest Day, September 30, Invitation for Council to attend

Copied to Council

n) Federation of Canadian Municipalities

RE: Red Cross Hurricane Irma Appeal

Copied to Council

6. Committee Reports

a) Recreation, Tourism & Culture

Councillor Goff reviewed the following from the Recreation, Tourism & Culture Committee:

- *Willoughby Playground – A new multipurpose court will be added to the Willoughby Playground. A new structure will be considered in the budget for 2018.*

The existing structure is no longer in use. Council asked to have the structure removed as soon as possible.

- Sandra Smith Street Naming & Sign – Ceremony scheduled for September 19 at 6:30pm.

- Update on the JCP – Walking Trail Extension

Project started this week. Councillor Bowman noted that there is some work to be done on the existing trail as well. The Director of Recreation will investigate to determine if this work can be completed by town maintenance staff.

- Tourism Guide

Newfoundland and Labrador Tourism Guide 2018

Committee recommends a ½ page advertisement. The committee also felt that further review is required on advertisements for 2018 and this process should take place early in the year.

Motion 17-223

E. Goff / F. Butt

Resolved that the Town of Carbonear purchase a ½ page ad in the 2018 Newfoundland and Labrador Traveller's Guide at a cost of \$3,352.00 plus HST.

Favour 7; Opposed 0; **Carried**

- Blinds for Princess Sheila Building

Since our committee meeting, the CAO has obtained pricing for various types of custom blinds:

The lowest price was for fabric vertical blinds, supplied and installed for the price of \$2,870 + HST. Pricing was also obtained for PVC blinds and roller shades which were both higher priced. She noted that the fabric blinds here at the community centre have held up well for the past 19 years, and other PVC blinds have not held up as well.

Discussed.

Motion 17-224

E. Goff / F. Butt

Resolved that the Town of Carbonear purchase vertical fabric blinds for the Princess Sheila Senior's Building at a cost not to exceed \$2,870 + HST for supply and installation.

Favour 7; Opposed 0; **Carried**

- b) Public Works, Waste Management & Community Services
Deputy Mayor Butt reviewed the following from the Committee:

- Cat cage policy – still being worked on.
- Speed Limit Feedback Sign – sign has been placed in a couple of different places within the town. Data will be reviewed for implementation of traffic calming measures.

- 67 Southside Lower Road

Motion 17-225

F. Butt / R. Noel

Resolved to order the clean up of debris and other materials on property situate 67 Southside Lower Road in accordance with the authority under section 404 (1)(l) of the Municipalities Act.

Favour 7; Opposed 0; **Carried**

- Erosion of road shoulder in area near 127 Valley Road.

Motion 17-226

F. Butt / R. Noel

Resolved to reinstate the road side ditch in the area of 127 Valley Road.

Favour 7; Opposed 0; **Carried**

- Request to make Oates Place a one way street

The Town is in receipt of 4 responses to the survey that was distributed by Council. There were 2 in favour of changing from a two way street to a one way street and 2 against the change. The street has always been a two way street and the committee are not recommending a change with only 50% of the households being in favour of a change.

Council agreed.

- Business owner, Water Street

RE: Parking concern

Owner of property on Water Street was concerned that a parking space in front of her property was not available due to a barricade over a missing section of pavement. The sidewalk had been reinstated, however, due to poor weather; the pavement had not been replaced.

Staff have since completed asphalt patching in the area

- Consideration for a new cross walk across from Powell Drive by the Shell Service Station

Councillor Trickett asked Council if she would be considered in conflict on this matter.

Motion 17-227

D. Kennedy / R. Noel

Resolved that Councillor Trickett is not in conflict of interest on the matter of Consideration for a new cross walk across from Powell Drive by the Shell Service Station.

Favour 7; Opposed 0; **Carried**

The committee recommends a new cross walk be placed in this area.

Motion 17-228

F. Butt / R. Noel

Resolved to install a new cross walk on Powell Drive across from the White's Road Intersection including required signage warning of the cross walk.

Favour 7; Opposed 0; **Carried**

- 47 Water Street – There has been no activity on this property and there have been complaints from residents in the area as much of the dwelling has been destroyed by fire and looking very dilapidated. The CAO has sent a letter to the property owner, however, has received no response. The committee recommends sending a demolition order.

Motion 17-229

F. Butt / R. Noel

Whereas the property situate at 47 Water Street has received extensive damage from a fire and is in a dilapidated state and a public nuisance;

Be It Resolved to send an order to the property owner of 47 Water Street to repair the dwelling or remove the dwelling and reinstate the property in accordance with section 404 (1) (f) of the Municipalities Act.

Favour 7; Opposed 0; **Carried**

- Additional handicapped parking spaces
Recommending that two additional handicapped parking spaces be installed on either side of the cross walk here at the Community Centre with one of those with a sign for wheel chair parking only.
Council agreed.
- Power Heights – Street Paving – The Deputy Mayor confirmed that the street had been paved; however, it appears that there must have been repairs completed on the water line as the pavement is damaged and does require repairs. The CAO will follow up with the lead hand as if a water repair took place it should be on the list for reinstatement.
- Other
Council requested that the grass need to be cut on the island behind the mail boxes on the west end of London Road.
Council requested a review of the type of pedestrian lights on the Beach Road/Powell Drive intersection. Consideration should be given to replacing the existing lights with pedestrian activated lights.
The matter will be reviewed by the Public Works, Waste Management & Community Services Committee and recommendation brought forward for Council's consideration.

7. Reports of Chief Administrative Officer and Department Heads
 - a) Director of Recreation

The Director of Recreation reviewed his report with Council.

Pool & Rec Maintenance

During the annual shutdown of the pool, a complete acid wash and steam clean of the deck surface around the pool was completed. The floor in the Multi-Purpose room and hallway was stripped and waxed.

Seasonal park maintenance is being completed. In the coming weeks park and playgrounds will be ready for closing at the end of October.

Financial & Program Analysis

	<u>2017</u>	<u>2016</u>
Pool Revenue Sept 14 th (less HST)	\$208,324.83	\$227,484.83
Lesson Registration	1515	1628
Pool Visitation	22,940	25,116

Programs & Grants

Applications for basic support for the seniors group (\$1,500) and capital funding (\$10,000) have been submitted.

Recreation complex is in full swing again for the fall school semester.

Waiting on confirmation from schools for list of tournaments and run meets.

Jumpstart funding has been committed for Swim to Survive programming this fall. Waiting on final approvals before I contact schools to schedule classes.

Other

Councillor Goff expressed concern with the reduction in revenue.

Committee to evaluate the areas of reduced revenue and consider changes to schedule and/or fees in the 2018 budget process.

8. Finance

a) **Operating Invoices:** over \$2,000.00 totaling.....**\$57,680.16**

Motion 17-230 R. Noel / F. Butt

Resolved that the Town of Carbonear approve for payment the list of invoices as submitted totaling \$57,680.16.

Favour 7; Opposed 0; **Carried**

b) Capital Invoices:

Water, Sewer & Storm Sewer (Part A) – Bond Street

PN 11-126, (MA 17-CWWF-17-00027), Claim No. 3

Concord Paving Ltd\$92,320.34

Water, Sewer & Storm Sewer (Part A & B) – Bond Street

PN 11-126 (MA 17-CWWF-17-00027), Engineering Invoice #6185

Harris & Associates.....\$16,952.35

Total Invoices:\$109,272.69

Motion 17-231 R. Noel / F. Butt

Resolved that the Town of Carbonear approve for payment the list of capital invoices as submitted totaling \$109,272.69.

Favour 7; Opposed 0; **Carried**

9. Regulations

None listed.

10. New Business

- Councillor Bowman noted that he attended Sam Jeffers memorial ride this past Saturday afternoon on behalf of Council. There were 65 members of Newfoundland riders on 54 motorcycles who attend.

He welcomed the group on behalf of Council.

He noted that Deputy Mayor Butt and Councillor Trickett were also in attendance.

- Mayor Butt noted that this is the last regular meeting of this council. He noted that he enjoyed working with all members of Council and staff and wished everyone well.

11. Notices of Motion

No notices of motions were filed.

12. Adjournment

Motion 17-232

F. Butt / R. Noel

Resolved that the meeting adjourn at 4:55 p.m.

The next meeting will be on Monday, October 2nd, 2017 at 4:00pm.

Mayor George Butt

Cathy Somers, Town Clerk