

**Town of Carbonear  
Regular Council Meeting, December 7, 2015**

Minutes of a regular meeting of the Council of the Town of Carbonear  
held in Council Chambers, December 7, 2015 at 4:00 p.m.

<b>Members Present:</b>	Deputy Mayor Councillors	Frank Butt Ray Noel Bill Bowman David Kennedy Ed Goff Brenda Trickett
<b>Members Absent:</b>	Mayor	George Butt Jr.
<b>Also Present:</b>	Town Clerk Chief Administrative Officer Director of Operations & Public Works Director of Economic Development & Tourism	Cathy Somers Cynthia Davis Brian O'Grady Kai Bath
<b>Also Absent:</b>	Director of Recreation	Rob Button

- 
1. Calling of Meeting to Order  
Deputy Mayor Butt called the meeting to order at 4:05pm and welcomed everyone present.
  2. Adoption of Minutes
    - Regular Minutes – November 16, 2015  
**Motion 15-301 F. Butt / D. Kennedy**  
*Resolved that the minutes of the November 16, 2015 Regular meeting of Council be adopted as presented.*  
Favour 6; Opposed 0; **Carried**
  3. Business Arising From Minutes
    - Councillor Kennedy inquired about the progress regarding the call for proposals on the new depot. Director of Operations and Public Works noted that he and the CAO are reviewing the matter and will provide an update at the next meeting. The intent is to have the project ready to tender in early spring.
  4. Delegations  
None

5. Correspondence, Permits & Development

- a) List of Permits Issued (#7123-7128) (List Attached)

**Motion 15-302** **D. Kennedy / R. Noel**

*Resolved to approve the list of permits #7123-7128 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**

- b) Vendor Permit Applications

- Tracey's House of Fireworks
- Baie Sea Farms Ltd.
- Drover's Store, Fireworks

Council discussed the three vendor permit applications. Council expressed an interest to review the Vendor Regulations and make changes to the Regulations.

Approval was not given for the issuance of these vendor permits.

5.1 Correspondence, requiring Council's decision

Motions required to Approve the following:

- a) Carbonear Municipal Plan Amendment No. 19, 2015 and Development Regulations Amendment No. 29, 2015

**Motion 15-303** **D. Kennedy / R. Noel**

*Under the authority of Section 16, Section 11 and Section 18 of the Urban and Rural Planning Act, the Town Council of Carbonear*

- a) *Adopted the Carbonear Municipal Plan Amendment No. 19, 2015 and Development Regulations Amendment No. 29, 2015 on the 2<sup>nd</sup> day of November, 2015.*
- b) *Gave notice of the adoption of the Town of Carbonear Municipal Plan Amendment No. 19, 2015 and Development Regulations Amendment No. 29, 2015, by advertisement inserted on the 10<sup>th</sup> day and the 17<sup>th</sup> day of November, 2015 in the The Compass newspaper.*
- c) *Set the 25<sup>th</sup> day of November at 7:30pm at the Town Hall, Carbonear for the holding of a public hearing to consider objections and submissions.*

*Now under Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Carbonear approves the Town of Carbonear Municipal Plan Amendment No. 19, 2015 and Development Regulations No. 29, 2015 as adopted.*

Favour 6; Opposed 0; **Carried**

- b) Carbonear Municipal Plan Amendment No. 20, 2015 and Development Regulations Amendment No. 30, 2015

**Motion 15-304** **R. Noel / B. Trickett**

*Under the authority of Section 16, Section 11 and Section 18 of the Urban and Rural Planning Act, the Town Council of Carbonear*

- a) *Adopted the Carbonear Municipal Plan Amendment No. 20, 2015 and Development Regulations Amendment No. 30, 2015 on the 2<sup>nd</sup> day of November, 2015.*
- b) *Gave notice of the adoption of the Town of Carbonear Municipal Plan Amendment No. 20, 2015 and Development Regulations Amendment No. 30, 2015, by advertisement inserted on the 10<sup>th</sup> day and the 17<sup>th</sup> day*

*of November, 2015 in the The Compass newspaper.*

- c) *Set the 25<sup>th</sup> day of November at 7:30pm at the Town Hall, Carbonear for the holding of a public hearing to consider objections and submissions.*

*Now under Section 23 of the Urban and Rural Planning Act 2000, the Town Council of Carbonear approves the Town of Carbonear Municipal Plan Amendment No. 20, 2015 and Development Regulations No. 30, 2015 as adopted.*

Favour 6; Opposed 0; **Carried**

## 5.2 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

- a) Resident, LeMarchant Street – Plumbing cost incurred during capital works project, Request for Reimbursement. Forwarded to the Engineering Consultant for the project.
- b) Government of Newfoundland and Labrador, Department of Municipal and Intergovernmental Affairs  
Notification of Release of Gas Tax Funds - Year 10A Partial Allocation in the amount of \$91,468.20  
Funds have been received.
- c) FCM Membership Invoice for April 2016 – March 2017. Forwarded to the Finance Committee for consideration.
- d) Property owner, Pikes Lane, update on property. Forwarded to the Public Works Committee for review.
- e) Request to have traffic violation ticket cancelled. Forwarded to the Public Works Committee for review.
- f) CBDC Trinity Conception, Invitation to attend Open House, Thursday, Dec. 10 from 3-5 pm.  
Forwarded to Council.

## 6. Committee Reports

- a) Public Works, Waste Management & Community Service Com (Nov 25)  
Councillor Noel noted that there were no motions being presented from the Committee at this time, however there were several recommendations made. If Council has any questions or concerns with the recommendations, he would address those concerns at this time. No questions or concerns were raised by Council on the recommendations.

- b) Development Committee (Nov 18)  
Councillor Kennedy presented the following motions from the Development Committee:

**Motion 15-305** **D. Kennedy / B. Bowman**

*Resolved to send a removal order to property owner situate at Line Road to remove cabin built without a permit from Council contrary to the Town of Carbonear Municipal Plan and Development Regulations.*

Favour 6; Opposed 0; **Carried**

**Motion 15-306** **D. Kennedy / E. Goff**

*Resolved to complete the Municipal Recommendation Form recommending approval of the applicant at 89 London Road purchasing a right of way that is*

*adjacent to her property conditional upon the applicant only purchasing 50% of the width that borders the land situate 89 London Road.*

Favour 6; Opposed 0; **Carried**

c) Finance Committee

Councillor Noel noted that the Finance Committee has been working on the 2016 Budget. A budget review meeting is scheduled for all of Council on Monday, Dec. 14<sup>th</sup> @ 3pm. After that meeting, we will make any necessary changes as identified, and will then present the budget for adoption at the December 21<sup>st</sup> meeting of Council.

7. Reports of Town Administrator and Department Heads  
None listed

8. Finance

a) Operating Invoices: over \$2000.00 totaling..... **\$39,082.21**

**Motion 15-307 R. Noel / B. Bowman**

*Resolved to approve for payment the list of operating invoices in the amount of \$39,082.21 as submitted to council.*

Favour 6; Opposed 0; **Carried**

b) Capital Invoices

Street Upgrading and Paving, Gas Tax

Harris & Associates, Invoice #5943..... \$6,921.25

Lift Station Upgrading

Harris & Associates, Invoice #5940..... \$1,257.40

LeMarchant Street Phase 2

Harris & Associates, Invoice #5936..... \$21,227.68

Imperial Excavating Limited, Progress Claim #1 ..... \$254,008.97

**Total Capital Invoices..... \$283,415.30**

**Motion 15-308 R. Noel / B. Trickett**

*Resolved to approve for payment the list of capital invoices in the amount of \$283,415.30 as submitted to council.*

Favour 6; Opposed 0; **Carried**

9. Regulations  
None listed

10. New Business

a) Road Closure – Jannies Parade

Discussed. Council did not approve a road closure for the Jannies Parade, however did suggest that the organizing committee handle the parade in a similar manner as the Santa Claus Parade, which takes place without a road closure.

b) Councillor Kennedy inquired about the cracks that were identified in the concrete sidewalks on the previous capital works project for London Road and asked if these were repaired by the contractor. Director of Operations and Public Works to investigate the matter.

c) Councillor Goff asked about the status of the LeMarchant Road Paving. Director of Operations and Public Works advised that the Water/Sewer is

completed to Long's Hill, storm sewer is not yet completed, and pavement will not be completed until the spring. We will plow the road, and will contact the contractor to provide any additional Class A if needed throughout the winter until the paving can be completed.

- d) Councillor Kennedy suggested that we send letters of congratulations to our newly elected MHA and MP and to also invite them to meet with Council at their earliest convenience in the New Year. He also suggested that we write the outgoing MHA and MP to thank them for their service in their respective positions.

Council agreed. CAO to arrange to have letters prepared as suggested.

- e) Councillor Kennedy noted that there was an accident with one of the town vehicles during the last snowfall, and one of our residents witnessed the accident and remained on the scene of the accident and was helpful in the situation. He suggested that a letter of appreciation be forwarded to Mr. Swain for his assistance. Council agreed. CAO to arrange to have letter of appreciation sent to Mr. Swain as suggested.

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

- 12. Adjournment

**Motion 15-309**

**R. Noel / B. Trickett**

*Resolved that the meeting adjourn at 4:53p.m. The next meeting will be held on Monday, December 21, 2015 at 4:00pm.*

---

Deputy Mayor Frank Butt

---

Cathy Somers, Town Clerk