

**Town of Carbonear  
Regular Council Meeting, February 16, 2015**

Minutes of a regular meeting of the Council of the Town of Carbonear  
held in Council Chambers, February 16, 2015 at 7:00 p.m.

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

**Members Absent:** Councillor David Kennedy

**Also Present:** Town Clerk Cathy Somers  
Director of Recreation And Tourism Rob Button

**Also Absent:** Town Administrator Cynthia Davis  
Director of Operations and Public Works Brian O'Grady

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1. Calling of Meeting to Order  
Mayor Butt called the meeting to order at 7:00pm and welcomed everyone present.
  2. Adoption of Minutes
    - Regular Minutes – February 2, 2015  
**Motion 15-042 R. Noel / B. Trickett**  
*Resolved that the minutes of the February 2, 2015 Regular meeting of Council be adopted as presented.*  
Favour 6; Opposed 0; **Carried**
  3. Business Arising From Minutes
  4. Delegations
  5. Correspondence, Permits & Development
    - a) List of Permits Issued # 6603-6612 with the exception of 6606 (List attached)  
**Motion 15-043 E. Goff / B. Bowman**  
*Resolved to approve the list of permits #6603-6612, excluding #6606 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**

5.1 Correspondence, requiring Council's decision

a) Newfoundland & Labrador Heritage Foundation

Heritage Day Proclamation 2015 – February 16, 2015

**Motion 15-043**

**F. Butt / B. Bowman**

*WHEREAS, the third Monday in February is recognized provincially as Heritage Day; and*

*WHEREAS, Heritage Day is a time to reflect on the achievements of past generations and to accept responsibility for protecting our heritage; and*

*WHEREAS, our citizens should be encouraged to celebrate*

*Newfoundland and Labrador's uniqueness and to rejoice in their heritage and environment; and*

*WHEREAS, in 2015 the residents of Newfoundland and Labrador will celebrate their rich and diverse heritage*

*THEREFORE, the Town of Carbonear, do hereby proclaim Monday,*

*February, 16, 2015 as Heritage Day and call upon citizens to celebrate the richness of our past and the promise of our future.*

Favour 6; Opposed 0; **Carried**

Councillor Noel noted that the Heritage Society will plan an event later in the year when the weather is more favorable.

5.2 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

a) Department of Municipal and Intergovernmental Affairs

RE: Review of 2015 budget submission has been completed by the Department and the review process has revealed no material deficiencies.

Placed on file.

b) Fire & Emergency Services

RE: Fire and Emergency Services Training School, Gander May 23-29, 2015.

Copied to Fire Department & Placed on file

c) NL Public Health Laboratory, Test results of water samples

collected on January 26, 2015 @ Department of Justice and the TC Square Mall. Results marked satisfactory. Placed on file.

d) Carbonear Downtown Business Development Association Inc  
"Art in the Street – A Walk on the Water"

Forwarded to Recreation, Tourism & Culture Committee

e) Correspondence from David Moores

RE: Copy of correspondence sent to Mayor Dennis O'Keefe regarding new economic agreement with Happy Valley – Goose Bay

Placed on file

f) Government Purchasing Agency

RE: Participation in Government Purchasing Agency Contracts  
(Traffic Paint)

Copied to Town Administrator & Director of Operations and Public Works

- g) Atlantic Canada Opportunities Agency  
RE: Acknowledgement receipt of application for financial assistance.  
Placed on file.
- h) Royal Canadian Legion Branch #23  
RE: Invitation to attend Installation of Officers; Dinner and Dance, February 28 @ 7pm at the Legion  
Copied to the Mayor
- i) Department of Municipal and Intergovernmental Affairs  
RE: Training and Professional Development Opportunities 2015  
Copied to Town Administrator, Town Clerk and Council
- j) Eastern Regional Appeal Board  
RE: Appeal between the Town of Carbonear and 191 Water Street  
Forwarded to Development Committee and Town Administrator
- k) Municipalities NL (Info Note)
  - February 13 (MNL Regional Meetings)
  - February 12 (Municipal contribution to political parties)
  - February 11 (Public Advisory- Weather conditions)
  - February 11 ( Province announces review of Lands Act)Copied to council, placed on file
- l) Professional Municipal Administrators  
RE: Eastern Regional Meeting and Professional Development Session, Friday, February 27, Clarenville.  
Copied to Town Administrator & Town Clerk
- m) Canadian Heritage  
RE: National Flag Day of Canada  
Copied to council, placed on file

## 6. Committee Reports

- a) Recreation, Tourism & Culture Committee  
Councillor Goff presented the following information from the Recreation, Tourism & Culture Committee report:
  - Train  
The Director of Recreation and Tourism is currently investigating with other communities who have restored similar trains like ours.
  - Dog Park  
The Director advised that the fence has been installed. There is still some ground work to be completed in early spring. He will schedule a meeting with the Dog Park Committee in the near future to discuss the progress and review the proposed design.
  - Walking Trail  
The Town Administrator reported that both governmental departments

have approved deferral of the Walking Trail until April or May. The town is still waiting on approval to occupy from Crown Lands. The Department of AES won't allow the town to start the work without the permit to occupy. The Town Administrator will contact Crown Lands and MHA's office for an update. The MHA's office previously advised that the Crown Land had been approved; however, there has been no correspondence received confirming the approval.

MHA was in today and will investigate further

- Winter Recreation Program  
The winter programming is ongoing.  
Councillor Goff congratulated the Director of Recreation and Tourism on the outdoor rink, very big success with many volunteers working on the project.  
Council agreed.
- Winter Carnival  
The winter carnival planning is well underway. The carnival is being held from February 26 – March 1, 2015. A mail-out flyer will go out to all residents regarding the events being organized.

Favour 6; Opposed 0; **Carried**

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

**Motion 15-044**

**R. Noel / F. Butt**

*Resolved that the Town of Carbonear issue a credit for property tax in the amount of \$425.80 for 2013 & 2014 plus applicable interest on Account 014146.*

Favour 6; Opposed 0; **Carried**

**Motion 15-045**

**R. Noel / B. Trickett**

*Resolved that the Town of Carbonear accept \$155,000 as payment in full to December 31, 2014 on accounts 112328 and 112315 and Be It Further Resolved to adjust the balance in full on account 112329 as there has been no business operating from that location for several years.*

Favour 6; Opposed 0; **Carried**

**Motion 15-046**

**R. Noel / B. Trickett**

*Resolved to approve for payment the list of operating invoices in the amount of \$24,209.92 as submitted to council.*

Favour 6; Opposed 0; **Carried**

**Motion 15-047**

**R. Noel / B. Trickett**

*Resolved to adjust the property tax for 2014 on Account 110267 to reflect the revised appeal value for 2015.*

Favour 6; Opposed 0; **Carried**

**Motion 15-048**

**R. Noel / F. Butt**

*Resolved to adjust the property tax on Account 014145 for the 2014 and 2015 taxation year based on the 2015 revised assessment value.*

Favour 6; Opposed 0; **Carried**

**Motion 15-049**

**R. Noel / B. Trickett**

*Resolved to adopt the revised the Records Management Policy (A.12) with revisions to the Retention Schedule Listing.*

Favour 6; Opposed 0; **Carried**

7. Reports of Town Administrator and Department Heads

a) Director of Recreation and Tourism

The Director of Recreation and Tourism reviewed the following items from his report:

Pool & Rec Maintenance

- 1.) General Maintenance continually being completed. Staying on top of miscellaneous items.
- 2.) Pool pump impeller is starting to cause problems. Cost to replace is \$1765 plus labour. 5 week delivery time.

**Motion 15-050**

**R. Noel / B. Trickett**

*Resolved to approve the cost to supply and install a replacement pool pump impeller at the Carbonear Swimming Pool at a cost of \$1,765 plus labour and HST.*

Favour 6; Opposed 0; **Carried**

- 3.) Investigating options for emergency lighting at pool. All lights are working, however, the lighting they provide is inadequate, especially on pool deck. Lights provide visual aid for walkways but unable to see water.

Director to investigate solutions.

Financial & Program Analysis

	<u>2015</u>	<u>2014</u>
1.) Pool Revenue -January 17 <sup>th</sup> (less HST)	\$33,891.04	\$25,229.85
2.) Lesson Registration	231	158
3.) Pool Visitation	3,205	3,299

Programs & Grants

- 1.) Outdoor Rink- has been getting lots of use. Lots of positive comments from the public.
- 2.) Canadian Tire Jump Start Swim to Survive - program started last week. We have half of schools completing program prior to the Easter break, and the remaining schools will begin after the break. Working with partners now to do advertising of the program.
- 3.) Canada Summer Jobs - applications have been completed and are being processed.
- 4.) Winter Carnival programming is set and ready to begin with the Opening Ceremonies being held at the Recreation Complex, Thursday evening, February 26<sup>th</sup>. Programs will be printed and ready for distribution on Monday, February 22<sup>nd</sup>.

Councillor Trickett asked if there has been anything investigated for the wheelchair accessible counter. Director of Recreation advised he is investigating a different solution and this will be completed by town staff after the renos are done here at the office.

Access to deck will be allowed for handicapped people.  
Deputy Mayor Butt advised that the lights are not working on the Southside Field and the Girl Guides are planning a sliding party there. Wondering if we can get that working before the sliding party.  
Director of Recreation to check to determine if light can be fixed before the sliding party.

8. Finance
  - a) **Operating Invoices:** over \$2,000.00 totaling..... \$24,209.92  
Motion obtained earlier in meeting during the Finance Committee Report
9. Regulations  
None listed.
10. New Business  
Deputy Mayor Butt noted that there was an earth quake in the North Atlantic. He inquired about the Town's Emergency Preparedness Plan and whether it was up to date and if we would proceed to equip the Fire Hall as a place for a warming centre in the future.  
Town Clerk advised that there are funds included in the 2015 budget for the electrical repairs needed at the Fire Hall to install the generator.  
Town Administrator to update Council on the Town's Emergency Preparedness Plan.
11. Notices of Motion  
No notices of motions were filed.
12. Adjournment  
**Motion 15-051** **F. Butt / R. Noel**  
*Resolved that the meeting adjourn at 7:40 p.m.*

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Mayor George Butt

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Cathy Somers, Town Clerk