

**Town of Carbonear**  
**Regular Council Meeting, May 19, 2015**

Minutes of a regular meeting of the Council of the Town of Carbonear  
held in Council Chambers, May 19, 2015 at 7:00 p.m.

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

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1. Calling of Meeting to Order  
Mayor Butt called the meeting to order at 7:12pm and welcomed everyone present.
2. Adoption of Minutes
  - Regular Minutes – May 4, 2015  
**Motion 15-124 F. Butt / B. Trickett**  
*Resolved that the minutes of the May 4, 2015 Regular meeting of Council be adopted as presented.*  
Favour 7; Opposed 0; **Carried**
3. Business Arising From Minutes  
None.
4. Delegations  
No delegations were listed to speak.
5. Correspondence, Permits & Development
  - a) List of Permits Issued # 6664-6690 (List Attached)  
**Motion 15-125 D. Kennedy / B. Bowman**  
*Resolved to approve the list of permits #6664 – 6690, as per applications received, and per the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.*  
Favour 7; Opposed 0; **Carried**
  - b) Permit applications (Not yet reviewed)
    - 38 Valley Road – New business

- 195 Water Street – New business
- Janes Avenue – Crown Land
- 20 A Earle’s Lane - Subdivision and New Dwelling

5.1 Correspondence, requiring Council’s decision

- a) Town of Gander  
 RE: Request to proclaim June 2015 as Recreation Month  
**Motion 15-126 F. Butt / R. Noel**  
*Resolved that the Town of Carbonear proclaim June 2015 as Recreation Month in the Town of Carbonear as noted in the attached resolution.*  
 Favour 7; Opposed 0; **Carried**
- b) MHA – St. John’s East  
 RE: Petition – HST Home Heating Fuel  
 Reviewed and discussed.  
 To be placed in the office waiting area for public signatures.

5.2 Correspondence received and action taken

Council reviewed the following list of correspondence and action taken:

- a) NL Public Health Laboratory, Service NL - Test results of water samples collected on April 29, @ Western Petroleum, Royal Canadian Legion and the TC Square Mall Results marked satisfactory. Placed on file.
- b) Newfoundland Power  
 RE: Power of Life Fundraiser - Invitation for the Mayor to participate on May 23 from 10 am – 4 pm at the TC Square Mall  
 Copied to Mayor and Council.
- c) Service NL – Office of the Minister  
 RE: Appointment of the Mayor as Marriage Commissioner  
 Copied to the Mayor, placed on file
- d) Municipalities NL  
 RE: Community Sector Council Workshop – June 2 & 3, 2015  
 Copied to Council
- e) Property owner Water Street  
 RE: Complaint of unsafe neighbouring property  
 Copied to Public Works, Waste Management & Community Service committee
- f) Property owner Southside Lower Road  
 RE: Request for fill  
 Copied to Public Works, Waste Management & Community Service committee
- g) Relay for Life Team  
 RE: Request to hold Yard Sale at the Train Station Parking Lot  
 Forwarded to Development Committee
- h) Municipal Assessment Agency  
 RE: Clar Simmons Scholarship  
 Copied to Council and Staff, placed on file
- i) Parkinson Society of Newfoundland and Labrador

- RE: Request for Expression of Interest from qualified practitioners to deliver community based exercise programs for people living with Parkinson's.  
Forwarded to Recreation Committee
- j) Department of Municipal and Intergovernmental Affairs  
RE: Approval to call tender for Sewage Lift Station Upgrading @ Pike's Lane
- k) Department of Municipal and Intergovernmental Affairs  
RE: Community Enhancement Employment Program – File has been reviewed. Release of final payment has been forwarded.  
Placed on file.
- l) Property owner London Road  
Complaint of neighbouring property  
Forwarded to Public Works, Waste Management & Community Service committee
- m) Department of Municipal and Intergovernmental Affairs  
RE: Training and Professional Development Opportunities 2015  
Forwarded to Council, placed on file
- n) 120 Columbus Drive  
RE: Enforcement request  
Forwarded to Public Works, Waste Management & Community Service committee
- o) Property owner D'Iberville Street  
RE: Inquiry on acquisition of property  
Forwarded to Development Committee
- p) NL Labrador Housing  
RE: Copy of poster being delivered to tenants in NL Housing units in Carbonear  
Placed on file
- q) Joint Council of Conception Bay North  
- Copy of minutes of April 23  
- Next meeting scheduled for May 28, Upper Island Cove.  
- Joint Council dinner, June 16, Harbour Breeze.  
Copied to Council
- r) CBDC Trinity Conception  
RE: Youth Venture Kick off 2015  
Copied to council
- s) Fire Underwriters Survey & Canadian Association of Fire Chiefs  
RE: 2015 National Fire Chief of the Year Awards, Deadline for submission August 1, 2015  
Copied to Fire Department, placed on file
- t) Property owner Highroad South  
RE: Water concern  
Forwarded to Works, Waste Management & Community Service committee
- u) Department of Municipal and Intergovernmental Affairs

RE: Real Property Tax Exemption for Productive Farm Land, Woodland & Associated Buildings.

Forwarded to Town Clerk & Town Administrator, Placed on file

v) College of the North Atlantic

RE: Request for the Mayor to attend Graduation Ceremonies, June 17, 2015 @ 11 am.

Copied to the Mayor

w) NLCU Charitable Foundation

Request for donation

Forwarded to Finance, Human Resources and Administration Committee

x) Liberal District of Carbonear – Harbour Grace

Request to purchase tickets for Liberal Fundraiser dinner and auction, June 4, 2015 at Knights of Columbus, Harbour Grace, 7:30 pm & a request to advertise in booklet.

Forwarded to Finance, Human Resources and Administration Committee and Council

y) Department of Business, Tourism, Culture and Rural Development

RE: Acknowledgement of funding application to complete Feasibility Study and Implementation Plan for Downtown Development.

Placed on file.

## 6. Committee Reports

a) Development Committee

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

### **Motion 15-127**

**D. Kennedy / F. Butt**

*Resolved that the Town of Carbonear approve the application to operate a business from 52 Adelaide Street provided no objections or representations are received from the discretionary use advertisement in the local paper, per application submitted and per the Town of Carbonear Municipal Plan and Development Regulations and other regulations and policies.*

Favour 7; Opposed 0; **Carried**

### **Motion 15-128**

**D. Kennedy / R. Noel**

*Resolved to send removal order to property situate 19 Lemarchant Street to remove accessory building on property built in non compliance to the Town of Carbonear Municipal Plan and Development Regulations.*

Favour 7; Opposed 0; **Carried**

### **Motion 15-129**

**D. Kennedy / B. Bowman**

*Resolved to send removal order to property situate 21 Water Street to remove accessory building on property built in non compliance to the Town of Carbonear Municipal Plan and Development Regulations.*

Favour 7; Opposed 0; **Carried**

### **Motion 15-130**

**D. Kennedy / R. Noel**

*Resolved to send orders to owners of the businesses operating from 34 White's Road, 5 Highroad South, 43 Long's Hill, 127 Valley Road, 14 Chapel Place, 2A*

*Connelly's Hill, 45A English Hill, 41 Water Street, 2 Ashley Road, and 5 Freshwater Road, to cease the business operation as they are operating a business without the required permits from Council.*

*Send friendly note to request business application. No response has been received to the previous request.*

Favour 7; Opposed 0; **Carried**

*Councillor Kennedy noted that the Development Committee is setting up a meeting with an individual who is seeking a quarry permit. Anyone members of Council who are available can attend.*

**Motion 15-131** **D. Kennedy / B. Bowman**

*Resolved that the Town of Carbonear contract Harbourside Transportation Consultants to complete a Traffic Impact Study on a proposed development of 37 acres of Commercial Property on Route 70, Carbonear at a cost of \$11,350 + HST.*

Favour 7; Opposed 0; **Carried**

b) Finance Committee

Councillor Noel presented the following motion as recommended by the Finance Committee:

**Motion 15-132** **D. Kennedy / B. Trickett**

*Resolved to approve for payment the list of operating invoices in the amount of \$79,445.54 as submitted to council.*

Favour 7; Opposed 0; **Carried**

**Motion 15-133** **D. Kennedy / B. Bowman**

*Resolved that the Town of Carbonear issue credit note on invoice number 20153461 in the amount of \$1000 as the applicant would not require a permit to operate a quarry on the property.*

Favour 7; Opposed 0; **Carried**

7. Reports of Town Administrator and Department Heads

a) Town Administrator

Reviewed the Financial Report as copied to Council.

Tax Revenue \$86,842 more than taxes budgeted.

All Expenses are within budget.

Receivable Status provided as well.

b) Director of Operations and Public Works

➤ Pikes Lane / Beach effluent station. The tender ad for this project is in the newspaper this week.

➤ One of the pumps has failed at the effluent station. The cost of the repairs will be \$15,000 +. I have the repair company looking at options that may allow us to set up an above ground pump to act as a backup. If this works we will have a pump that we can salvage once the project is completed. This is a decision that will have to happen this week as the parts to rebuilding the pump have to come from Sweden and we do not want to be without a second pump for too long. I expect the info on this within the next couple days.

- LeMarchant Street Project – The Prime consultant agreement has been approved. The drawings are complete, once approved this project can go to tender.  
Director of Operations and Public Works to determine when we can expect approval.
- We continue milling out, and repairing potholes.
- The contractor for the concrete repair work will be meeting with me this week to view the work areas.
- Some Grading work has been done as weather permitted. The Line Rd. association asked that we not grade the Line road until this week.  
*Councillor Noel asked if Council ever authorized no hauling of wood during the wet season, and placed signs for same. Council advised they could not recall any such sign placements by the town.*
- Water line flushing has started this week and will continue for the next 3 weeks. The public was notified of this in the Town's newsletter.  
We have grubbed off the land at the Willoughby playground site to allow the creation of a cul-du-sac. This will allow us to proceed with the elimination of the small portion of Gap Road.  
*Councillor Goff suggested that we not move the playground equipment until the fall after the summer season has ended. Agreed.*
- Line painting will continue as weather permits. Most of the critical crosswalks have already been completed.
- The estimate for the asphalt that we have identified is \$465,700. This estimate includes engineering. We have also obtained an estimate of \$180,047 to loop the water line from Garland's Lane to Newfoundland Drive. This estimate also includes engineering. (\$645,747 total of both)  
*Councillor Bowman asked if any work was started on the walking trail yet. Director of Operations and Public Works advised that that work has not been started yet.*  
*Deputy Mayor Butt asked if there were any further complaints regarding the water problem on Rusted Place. Director of Operations and Public Works advised that there has been nothing further received on the matter, so he assumes that acceptable changes have been made.*

c) Director of Recreation and Tourism  
Councillor Goff reviewed Director of Recreation and Tourism's report with Council.

*Pool & Rec Maintenance*

- 1.) Problems with the pump for the dectron unit had been fixed. However, during a routine procedure (backwash to clean filters) there was a break in the line where an old flow meter is installed, causing water to spray around electrical component of pump. Due to the water damage, all electrical components failed and had to be replaced. This caused some cooler water temperatures in the pool. Problems have been fixed and is all in good working order.
- 2.) One of the electric heaters for the pool has the element gone. New element has been ordered. Pool can operate on 3 heaters while waiting for new element to arrive.  
Councillor Goff suggested we keep an inventory of these items.  
Town Administrator to ensure sufficient quantity is received

3.) Air conditioning unit is not providing cool air for upstairs viewing room. A service call for the unit has been made.

*Financial & Program Analysis*

	<u>2015</u>	<u>2014</u>
1.) Pool Revenue -January 17 <sup>th</sup> (less HST)	\$123,507.07	103,589.04
2.) Lesson Registration	508	365
3.)Pool Visitation	12, 702	11, 975

450 registered for this set of lessons. That is the most he can recall.

*Programs & Grants*

1.) Seasonal work has started. Playground equipment is being installed. New soccer nets have been erected and put into place. New basketball nets at recreation complex should be ready for use today. Liming and fertilization is being completed this week.

2.) Waiting on price for sods at dog park. It will be about another 3 weeks before sods are ready to be cut, delivered, and installed. I will speak with Brian with regards to having other work completed before sods arrive.

*Councillor Goff suggested to construct an driving access down along the side of the playground and parking lot down at the end of the access.*

*Director of Operations and Public Works to further investigate this option with the Director of Recreation and Tourism.*

3.) New play structure for the South Side Playground, that was order in December, should be arriving sometime this week.

4.) Awards ceremony has been scheduled for Thursday, June 4<sup>th</sup>.

5.) Triathlon planning is started. First official meeting tonight. Race is scheduled for Sunday, July 19<sup>th</sup>.

6.) Info received regarding Train restoration:

Different pricing from other municipalities have been provided.

Director of Recreation and Tourism to advertise a call for proposals on this project.

Director of Operations and Public Works suggested we use something different than paint on the roads for the triathalon. Councillor Goff to review options with the Director of Recreation and Tourism.

8. Finance

- a) **Operating Invoices:** over \$2,000.00 totaling..... \$79,445.54  
*Motion obtained earlier in the meeting during the Finance Committee Report.*

9. Regulations

None listed.

10. New Business

- a) Change in time for Regular Meeting

**Motion 15-134** **R. Noel / B. Trickett**

*Resolved that the Town of Carbonear change the Regular Council Meeting time to 4:00pm effective for the next Regular Meeting which is scheduled for Monday, June 1, 2015.*

Favour 7; Opposed 0; **Carried**

- b) Special Events Members

**Motion 15-135**

**E. Goff / F. Butt**

Resolved that the Town of Carbonear *approve Debbie Conway, Tammy Wrice and Annette Gillespie as new members of the Carbonear Special Events Committee.*

Favour 7; Opposed 0; **Carried**

- c) Councillor Kennedy – Clean up to be organized for May 30 to coincide with the Household Hazardous Waste day.  
Include business owners as well. Send out letter to all business owners to complete clean up of their area, Poster contest can be offered again, etc.  
Contact various groups to assist.  
Supply some t-shirts, garbage bags and other supplies required.  
Town Administrator to have the suggestions implemented.
- d) Councillor Kennedy asked if the Request for Proposals for the design of the depot could be completed for the next meeting.  
Town Administrator advised that this is currently be worked on.

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

12. Adjournment  
**Motion 15-136** **F. Butt / R. Noel**  
*Resolved that the meeting adjourn at 8:11 p.m.*

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Mayor George Butt

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Cathy Somers, Town Clerk



# Recreation Month Municipal Proclamation

*WHEREAS*, in Carbonear (Name of community), we are fortunate to have a variety of recreation and parks systems providing countless recreational opportunities for residents and visitors from around the world; and

*WHEREAS*, recreation enhances quality of life, active living and lifelong learning, helps people live happier and longer, develops skills and positive self image in children and youth, develops creativity, and builds healthy bodies and positive lifestyles; and

*WHEREAS*, recreation participation builds family unity and social capital, strengthens volunteer and community development, enhances social interaction, creates community pride and vitality, and promotes sensitivity and understanding to cultural diversity; and

*WHEREAS*, recreation, therapeutic recreation and leisure education are essential to the rehabilitation of individuals who have become ill or disabled, or disadvantaged, or who have demonstrated antisocial behavior; and

*WHEREAS*, the benefits provided by recreation and parks programs and services reduce healthcare and social service costs, serve to boost the economy, economic renewal and sustainability, enhance property values, attract new business, increase tourism and curb employee absenteeism; and

*WHEREAS*, our parks, open space and trails ensure ecological sustainability, provide space to enjoy nature, help maintain clean air and water, and preserve plant and animal wildlife; and

*WHEREAS*, all levels of government, the voluntary sector and private enterprise throughout the Province participate in the planning, development and operation of recreation and parks programs, services and facilities.

*NOW, THEREFORE BE IT RESOLVED*, that the Town of Carbonear (Name of community), does hereby proclaim that June, which witnesses the greening of Newfoundland and Labrador and serves as a significant gateway to family activities, has been designated as Recreation Month which will recognize and celebrate the benefits derived year round from quality public and private recreation and parks resources at the local, regional and provincial levels.

*Therefore*, our community, in recognition of the benefits and values that recreation, parks and leisure services provide, do hereby designate the month of **June is Recreation Month**.

Signed this 19<sup>th</sup> day of May, 2015 by:

Town of Carbonear  
(Community name)

Gerge Best  
(Mayor/councilor signature)

**June is  
Recreation Month**