

**Town of Carbonear**  
**Regular Council Meeting, May 4, 2015**

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

<b>Members Present:</b>	Mayor Deputy Mayor Councillors	George Butt Jr. Frank Butt Bill Bowman Ed Goff David Kennedy Brenda Trickett
<b>Members Absent:</b>	Councillor	Ray Noel
<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
<b>Absent:</b>	Director of Recreation	Kai Bath Rob Button

---

1. Calling of Meeting to Order  
Mayor Butt called the meeting to order at 7:05pm and welcomed everyone present.
2. Adoption of Minutes
  - Regular Minutes – April 21, 2015  
**Motion 15-110** **D. Kennedy / B. Bowman**  
*Resolved that the minutes of the April 21, 2015 Regular meeting of Council be adopted as presented.*  
Favour 6; Opposed 0; **Carried**
3. Business Arising From Minutes  
Deputy Mayor Butt asked if the applicant is provided with written notification when a permit application is denied. Town Administrator confirmed that applicants are given written notice if their permit application is refused.
4. Delegations  
No delegations were listed to speak.
5. Correspondence, Permits & Development
  - a) List of Permits Issued # 6644 – 6663 (List Attached)  
Mayor Butt declared a conflict of interest on Permit # 6659 as this permit is for his son.  
**Motion 15-111** **D. Kennedy / F. Butt**  
*Resolved to approve the list of permits #6644 – 6663, excluding permit # 6659 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**

Mayor Butt left the Council Chambers.  
Deputy Mayor Butt assumed the chair.

**Motion 15-112** **D. Kennedy / B. Bowman**

*Resolved to approve the permit # 6659 as per application received, and per the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.*

Favour 5; Opposed 0; **Carried**

- b) Development application not yet reviewed  
13 Soper Avenue, New dwelling and garage

5.1 Correspondence, requiring Council's decision

- a) Canadian Postmasters and Assistants Association  
Petition and resolution for review.  
Copied to council.

**Motion 15-113** **B. Trickett / D. Kennedy**

**WHEREAS** *the Federal Government is the sole share holder of the Canada Post Corporation.*

**WHEREAS** *the Federal Government maintains the moratorium against Rural Post Office closures.*

**WHEREAS** *the Canada Post Corporation implemented a Five-point action plan which will only lead to the privatization of rural post offices and the erosion of postal services to rural communities.*

**WHEREAS** *all rural Canadians no matter where they live are entitled to a full service federally operated Post Office in their communities.*

**BE IT RESOLVED THAT**

*The council of Carbonear demand that the Federal Government continue to enforce the moratorium on rural post offices closures and reject all proposals put forth by the Canada Post Corporation for the privatization of rural postal services and the reduction of service in rural post offices.*

**BE IT FURTHER RESOLVED THAT**

*The Town of Carbonear ask the Federation of Canadian Municipalities to request that the federal government properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.*

Favour 5; Opposed 0; **Carried**

Mayor Butt was called back into the meeting and assumed the chair.

5.2 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

- a) Harris & Associates  
Prime Consultant Agreement for Water, Sewer & Street Upgrading  
LeMarchant Street – Phase II (PN 12-112, MA 17-MYCW-15-00065)  
Copied to Town Administrator
- b) Department of Municipal and Intergovernmental Affairs –Eastern Office  
RE: W/S and Street Upgrading –LeMarchant Street Phase II (MYCW)

Prime Consultant Agreement

The Department has reviewed the document and can be recommended for signing.

Copied to Town Administrator, placed on file.

- c) Department of Municipal and Intergovernmental Affairs  
RE: 2014 Ultimate Recipient Audited Annual Expenditure Report for Gas Tax. AER is due by June 30, 2014.  
Copied to Town Administrator
- d) Crohn's & Colitis Canada  
Request for donation  
Forwarded to Finance, Human Resources & Administration Committee
- e) Retail Circus – The Greatest Show on Earth  
RE: 2015 Call for Entries  
Forwarded to Recreation, Tourism & Culture Committee
- f) Business Owner – Digital Signs  
RE: Advertisement rates and promotional materials  
Forwarded to Recreation, Tourism & Culture Committee
- g) Department of Municipal and Intergovernmental Affairs  
RE: Municipal Operating Grant allocation for 2015 is \$184,579.00  
Placed on file.
- h) News Release – Senator Fabian Mannings Office  
Newfoundland and Labrador Senator Fabian Manning has announced a federal government commitment as part of the Small Crafts and Harbour to invest funding to the Town of Carbonear to construct a breakwater. *Councillor Kennedy noted that it is nice to see this commitment as this is something that the Carbonear Harbour Authority has been working on for the past number of years. He suggested a letter of congratulations be sent to the Carbonear Harbour Authority. Council agreed. Town Administrator to have letter sent as requested.*
- i) Municipal Assessment Agency Inc.  
Electrical Official Training Session, May 13, Clarkes Beach. Deadline to register May 8.  
Copied to council
- j) Trinity Conception Family Resource Center  
RE: Invitation for representative to attend AGM on May 26 at the Royal Canadian Legion. Also calling for nomination to the Board of Directors to fill vacant seats.  
Copied to Council
- k) Professional Municipal Administrators
  - Public Advisory: Update and Safety Advice for Residents and Communities Affected by Flooding – Copied to council and staff
  - Newly Elected Board of Directors for 2015 – Placed on file
  - Asset Management Webinar - Copied to Town Administrator & Town Clerk
- l) Canadian Labour Congress  
RE: Time for Change Event – Rally of the Labour Movement

- Placed on file
- m) Fire Underwriters Survey  
RE: Fire Hydrant, Parcel and Address Data Request  
Copied to Director of Operations and Public Works & Town Administrator
- n) MMSB  
RE: Crime Stopper Launch on Illegal Dumping Partnership  
Forwarded to Public Works Committee
- o) Alzheimer Society of Newfoundland and Labrador  
RE: Walk for Alzheimer's - Summer Promotional Flyer & Schedule, Walk for Memories Poster. Request for community support.  
Forwarded to Finance, Human Resources & Administration Committee
- p) McDonald's  
Invitation for the Mayor, Town Administrator and Fire Chief to volunteer for McHappy Day, May 6<sup>th</sup>. Placed on file.

6. Committee Reports

- a) Public Works, Waste Management & Community Services

- **2015 Asphalt Projects**

Council previously met and reviewed the list of recommended asphalt repairs # 1 – 13 as presented by the Director of Operations and Public Works. Total funds for asphalt upgrading and other road infrastructure in this scenario would be \$550,000 to \$600,000, using approximately \$250,000 available from the operating budget and \$300,000 - \$350,000 from Gas Tax funding.

Councillor Trickett declared a conflict of interest on Item 1 – Powell Drive/Industrial Crescent as she owns property on Powell Drive.

Councillor Trickett left the meeting.

**Motion 15-114**

**F. Butt / D. Kennedy**

*Resolved to tender for Item #1 on the 2015 Asphalt Project Listing.*

Favour 5; Opposed 0; **Carried**

Councillor Trickett was called back into the meeting.

**Motion 15-115**

**F. Butt / B. Bowman**

*Resolved to tender for Item #2, and Items #4 - 13 on the 2015 Asphalt Project Listing.*

Favour 6; Opposed 0; **Carried**

Deputy Mayor Butt declared a conflict of interest on Item 3 – Water Street by Train Station on the 2015 Asphalt Project Listing as he owns property on Water Street. Deputy Mayor Butt then left the meeting.

**Motion 15-116**

**D. Kennedy / E. Goff**

*Resolved to tender for Item #3 – Water Street by Train Station on the 2015 Asphalt Project Listing.*

Favour 5; Opposed 0; **Carried**

Deputy Mayor Butt was called back into the meeting.

### **New Depot**

The committee is prepared to recommend commencement of the process by making contact with the appropriate professional or making a request for proposals for professional services to design and complete the required drawings for a new depot.

#### **Motion 15-117 F. Butt / B. Bowman**

*Resolved that the Town of Carbonear proceed to call for proposals for professional services to design and complete the required drawings for a new depot.*

Favour 6; Opposed 0; **Carried**

### **Equipment Replacement**

Deputy Mayor Butt noted that the Works Committee reviewed and considered new equipment.

Equipment replacement – In this year budget we have included payments for the following:

- Grader - \$320,000.00
- Sewer Jet/Vac - \$80,000
- Sweeper - \$150,000.00

Council discussed the options regarding equipment replacement and the following motion is now being recommended:

#### **Motion 15-118 F. Butt / E. Goff**

*Resolved that the Town of Carbonear proceed to tender for the supply of a new Grader.*

Favour 6; Opposed 0; **Carried**

Deputy Mayor Butt also presented the following motions as recommended by the Public Works Committee.

#### **Motion 15-118 F. Butt / B. Bowman**

*Resolved to order the clean up and removal of scrapped vehicles situate on property at 4 Butt's Avenue.*

Favour 6; Opposed 0; **Carried**

#### **Motion 15-119 F. Butt / B. Trickett**

*Resolved to order the removal of the debris on the property situate at 5 Valley Road.*

Favour 6; Opposed 0; **Carried**

#### **Motion 15-120 F. Butt / D. Kennedy**

*Resolved to issue an order to the property owner of 33 O'Driscoll's Lane to remove a dumpster that has been placed on the property for the purpose of scrapping vehicles on the property.*

Favour 6; Opposed 0; **Carried**

*Councillor Goff suggested to consider Powell Drive - Pondsides to London Road for sidewalk installation. Deputy Mayor Butt requested Council members to submit their suggestions to the Works Committee for consideration.*

*Councillor Kennedy inquired about an item discussed by the Committee relating to a resident of Valley that is experiencing water in their driveway since a dwelling was constructed on the vacant lot to the east. Discussed options as*

*noted in the Committee meeting.  
Director of Operations and Public Works to investigate further.*

7. Reports of Town Administrator and Department Heads

a) Town Administrator

Town Administrator reviewed the following

1. 2014-2017 Multi Year Capital Works Program  
The Town is still waiting to hear from the province on approval of the drawings for the LeMarchant Street Project.  
The specifications are still in the process of being amended by the consultant for the Pike's Lane Lift Station Project. Once the amendments are complete, they have to be sent to Municipal and Intergovernmental Affairs for approval.
2. 2014 Audit  
The auditor is scheduled to start the audit the last week in May.
3. Prime Consultant Agreement—LeMarchant Street Project  
The agreement requires approval of Council. The Town has received correspondence from Municipal and Intergovernmental Affairs indicating they have reviewed the document and are recommending for signing.  
Councillor Bowman left the meeting due to conflict of interest on the matter, as his brother owns property on LeMarchant Street.  
**Motion 15-121 F. Butt / D. Kennedy**  
*Resolved to approve the Prime Consultant Agreement for the 2014-2017 MYCW—Water and Sewer and Street Upgrading—LeMarchant Street Phase II in the amount of \$113,169.84 as reviewed and recommended by the Department of Municipal and Intergovernmental Affairs; and*  
*Be It Further Resolved that the Mayor and the Town Clerk sign the agreement on behalf of the Town of Carbonear.*  
Favour 5; Opposed 0; **Carried**  
Councillor Bowman was called back into the meeting.
4. Walking Trail Project  
The Project Manager is in the process of advertising for participants for the project. The Director of Operations and Public Works with the assistance of the Director of Recreation are making arrangements to mark out the trail so excavation of material for new material can commence. Workers should be ready to start by mid May.

b) Director of Operations and Public Works

Director of Operations and Public Works reviewed the following items from his report.

- Pikes Lane / Beach effluent station. The Engineering firm has sent the new spec. out for approval. This project should be re-tendered shortly.
- LeMarchant Street Project – Update provided in the Town Administrator's report.

- The 2008 GMC Dump truck had a problem with the EGR cooler which had to be replaced. This piece is approx \$2600.00. It also has a failed turbo charger which cost \$2700 that also had to be replaced. This does not include the labour. In the past 18 months we have done a number of costly repairs to this truck. However, this truck has only 75000km on it. With these repairs the truck should be good for another 4-5 years.
- Equipment replacement – In this year budget we have included payments for the following:
  - Grader - \$320,000.00
  - Sewer Jet/Vac - \$80,000
  - Sweeper - \$150,000.00

*Motion approved earlier in the meeting to proceed to tender for the new grader. Tender for the Sweeper will be deferred to later as it will not be received for 3-4 months if tendered now.*
- We have been very busy milling out, and repairing potholes. I have been in contact with the contractor to start the concrete repair work approved last year. I will have a list for this year's concrete repairing budget to present at the next Works Committee meeting.
- I have also been working on the asphalt replacement list for this year. The initial list was presented at the last Works Committee meeting. A detailed more inclusive list was reviewed by Council in a previous meeting. Motion obtained in the Works Committee Report for the approved work.
- Ditching will start once (if) the weather dries up.
- Some Grading work has been done as weather permitted. As in other years we will grade the Line Rd. and Fox Farm Rd. before the May 24 weekend. If the line road cabin association intends on buying class "A" for the road they should do so I the next couple of weeks.

8. Finance

a) **Operating Invoices:** over \$2,000.00 totaling..... **\$29,431.20**

**Motion 15-122** **F. Butt / B. Bowman**

*Resolved to approve for payment the list of operating invoices in the amount of \$29,431.20 as submitted to council.*

Favour 6; Opposed 0; **Carried**

9. Regulations

None listed.

10. New Business

11. Notices of Motion

No notices of motions were filed.

12. Adjournment

**Motion 15-118** **F. Butt / B. Bowman**

*Resolved that the meeting adjourn at 7:54 p.m.*

---

Mayor George Butt

---

Cathy Somers, Town Clerk