

- b) Development Application
 - Home Based Business (Carpentry) – 7 Joe Taylor’s Lane (not yet reviewed)

5.1 Correspondence, requiring Council’s decision

- a) Plantech, Notification of Release of documents from Provincial Review for the Carbonear Municipal Plan Amendment No. 21, 2016 & Development Regulations Amendment No. 31, 2016 (refers to changes required for Breakwater project)

Motion to adopt the amendment is now required:

Motion 16-048 **D. Kennedy / B. Bowman**

Under the authority of Section 16 of the Urban and Rural Planning Act 2000, the Town Council of Carbonear adopts the Town of Carbonear Municipal Plan Amendment No. 21, 2016 & Development Regulations Amendment No. 31, 2016.

Favour 5; Opposed 0; **Carried**

5.2 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

- a) Municipalities NL
 - Info Note – April 1, 2016
 - Info Note - March 23, 2016
 - Info Note – March 25, 2016Copied to Council
- b) Department of Advanced Education and Skills
 - RE: Funding Application for Student Employment Program are now available.
 - Deadline for Post Secondary (April 15) & High School (May 6).
 - Copied to Chief Administrative Office, EDTO and Director of Recreation
 - Forwarded to Recreation, Tourism & Culture Committee
- c) Town of Harbour Grace
 - RE: Harbour Grace Regional RecPlex (Naming rights for rooms in the facility for an annual fee)
 - Forwarded to Finance, Human Resources & Administration
- d) Professional Municipal Administrators
 - RE: Board Member Nomination Form
 - CAMA provides input into Canada’s Federal Funding Program for Municipal Infrastructure
 - Copied to Chief Administrative Officer & Town Clerk
- e) Department of Municipal Affairs
 - RE: Real Property Tax Exemption for Productive Farm Land, Woodland and Associated Buildings
 - Copied to Chief Administrative Officer, Placed on file.
- f) TCP Health Foundation
 - Thank you for donation of a Pool Party for the auction.
 - Placed on file
- g) Carbonear Interfaith Cemetery Corporation
 - RE: Vandalism concerns

Forwarded to Public Works, Waste Management & Community Services
Councillor Noel inquired about this matter.

Discussed.

Director of Ops & Public Works to arrange for the Enforcement Officer to install our trail cameras to monitor activity in the area.

- h) HMCS Cabot Recruiting
RE: Request to set up recruiting display during Carbonear Days Weekend
Copied to the Director of Recreation and Special Events Committee
- i) Carbonear Collegiate Student
Request for volunteer hours
Copied to the Special Events Committee
- j) Department of Environment and Conservation, Water Resources Management Division
RE: Clean and Safe Drinking Water Workshop
Copied to the Director of Operations and Public Works
- k) NL Association for Community Living – Request for Mayor Message for booklet for the 60th Anniversary celebration conference taking place in April.
Copied to the Mayor
- m) Keyin College Graduation Invitation, April 1 @ 2:30
Councillor Bowman will attend on behalf of the Mayor.
- n) Water Street Business owner
RE: Parking concerns
Forwarded to Public Works, Waste Management & Community Service Committee

6. Committee Reports

- a) Development Committee
Councillor Kennedy presented the following motions recommended by the Development Committee:
Motion 16-049 **D. Kennedy / F. Butt**
Resolved to award the contract to Tract Consulting in the amount of \$98,942.80 to complete a Comprehensive Feasibility Study and Implementation Plan for Carbonear Downtown Development.
Favour 5; Opposed 0; **Carried**
Councillor Bowman noted that the EDTO is making arrangements for the announcement of this funding, the event will be held at the Stone Jug on April 29, 2016.
Motion 16-050 **D. Kennedy / R. Noel**
Resolved to approve the construction of an extension to an existing dwelling at 29 Park Avenue subject to the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies and further subject to receiving no objections to the variance distributed to neighboring properties.
Favour 5; Opposed 0; **Carried**
Motion 16-051 **D. Kennedy / B. Bowman**
Resolved that the Town of Carbonear approve the Business Development

Application to open a flooring and paint shop from 196 Water Street per the Carbonear Municipal Plan and Development Regulations and other regulations and policies and upon receipt of applicable approvals from Services NL and/or other applicable government departments and agencies.

Favour 5; Opposed 0; **Carried**

Motion 16-052

D. Kennedy / R. Noel

Resolved that the Town of Carbonear approve the application to operate a business from 33 Highroad North 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 5; Opposed 0; **Carried**

Councillor Kennedy noted that the Vendor Regulations have been sent to the Town's lawyer for review.

Deputy Mayor Butt inquired about the status of the application for 2 Gladstone Road. Discussed. Councillor Kennedy noted that the application was not recommended for approval. With the proposed development, the total floor area of 224.32 m² exceeds the maximum floor area of 81 m² for accessory buildings in a residential zone. The building as it exists now is non-conforming.

Council inquired about the possibility of a Outdoor Market on the property just east of the Post Office building. EDTO noted that he has been speaking with the owner of the property and he was advised that an Environment Assessment has been completed on the property. He will continue his investigation on this matter.

b) Public Works, Waste Management & Community Services

Deputy Mayor Butt noted that there are no motions being recommended at this time by the Committee.

Deputy Mayor Butt noted that the committee is investigating the option of lighting along the section of boardwalk adjacent to the Land & Sea Welding property.

Councillor Bowman inquired on the status of removal of the gate at the Rorke Store. Discussed.

It was agreed that the gate will be taken down and not replaced. If problems occur due to the removal of the gate, then other options will be considered.

c) Finance, Human Resources & Administration

Councillor Noel noted that there are no motions being recommended at this time by the Committee.

Councillor Noel noted that this year we will be using one ticket for admission for all three heritage buildings. The tickets will be numbered and will be sold at either of the three facilities and then hole punched as the tourist visits each of the facilities. At the end of the season, all ticket sales will be distributed equally (50/50) between the town and the Heritage Society.

7. Reports of Chief Administrative Officer and Department Heads

a) Town Clerk

- Town Clerk requested a motion on the Purchase & Sale Agreement for 1 and 1A Pike's Lane.

Motion 16-053

R. Noel / B. Bowman

Resolved that the Town of Carbonear enter into an Agreement of Purchase & Sale to purchase the property situate at Civic Address 1 & 1A Pike's Lane, Carbonear for the purchase price of \$800,000 plus HST upon the terms and conditions set out in the Agreement of Purchase and Sale as reviewed by Council; and

Be It Further Resolved that the Town of Carbonear authorize the Mayor and the Town Clerk to sign the agreement on behalf of the Council of Carbonear; and

Be It Further Resolved that the Town of Carbonear submit a request to the Department of Municipal and Intergovernmental Affairs for approval to borrow for the purchase of the property; and

Be It Further Resolved that the Town of Carbonear submit a request for the transaction to be exempted from the requirement of the Public Tendering Act;

Be It Further Resolved to borrow from Scotiabank to fund the purchase of the property for a term of 25 years at the best available interest rate.

Favour 5; Opposed 0; **Carried**

- Town Clerk requested to amend Motion 16-023 to change the term of the loan for the purchase of the Dump Truck to 10 years rather than 7 years to correspond with the loan payments that were included in the budget.

Motion 16-054

R. Noel / D. Kennedy

Resolved to amend Motion 16-123 to the following:

Resolved that the Town of Carbonear award the tender of the new tandem axle dump truck to Royal Freightliner, Mount Pearl, in the amount of \$156,080 plus HST; and

Be It Further Resolved to request an approval to borrow from the Department of Municipal and Intergovernmental Affairs in the amount of \$165,444 from Scotiabank at an interest rate of prime plus 0.25% for a term of 10 years.

Favour 5; Opposed 0; **Carried**

- Town Clerk requested to amend Motion 15-344 to add the details on the loan for the new sweeper.

Motion 16-055

R. Noel / F. Butt

Resolved to amend Motion 15-344 to the following:

Resolved that the Town of Carbonear submit a request to the Department of Municipal and Intergovernmental Affairs for approval to borrow for the purchase of a sweeper in the amount of \$164,900 + HST = \$186,337.

Be It Further Resolved to request an approval to borrow from the Department of Municipal and Intergovernmental Affairs in the amount of \$174,793 from Scotiabank at an interest rate of prime plus 0.25% for a term

of 7 years.

Favour 5; Opposed 0; **Carried**

b) Director of Operations and Public Works

Director of Ops & PW reviewed the following from his report:

Pikes Lane / Beach effluent station.

The transfer switch has arrived and is installed. The generator is also installed. The electrical work is complete. Newfoundland Power has hook up the new system.

The pre-commissioning work and testing will be completed this week. The final commissioning, with the suppliers on site, is scheduled for Thursday, April 14, 2016. The system will be put in service at that time if now problems are identified.

Shift Work

Shift Work has now changed and is as follows:

- Morning shift – 5:00am to 1:30pm (5 days per week)
- Evening shift – now finished.

Morning shift is scheduled to be completed the end of this week (weather permitting).

New Depot

The CAO has received the documentation (purchase and sale agreement) required to proceed with the new depot. (This will be tabled tonight)

The Director of Operations has met with the consultant to complete the contract documents. This document has been completed and is signed by the consultant, and is at our office for signature. I have met with the consultant and they are now working on a layout for the new building. They have committed to have a draft layout to me by Friday, April 6, 2016.

Road work

We continue to work on our roads whenever the weather permits.

Equipment

All of the equipment that has been budgeted for this year has been tendered and ordered. We anticipate delivery of the majority of the equipment in June and July.

Disposal of the old Sweeper

Our old sweeper had a vacuum and sweeping function. We have ordered a sewer jet/vacuum trailer and a small street sweeper. These pieces will eliminate the need for the old sweeper. We also have a brush for our small loader the will assist in the heavy sand cleanup in the spring.

The old sweeper should now be disposed of. I would not recommend keeping it for this spring as we will have to do the MVI (motor vehicle inspection) on it and this could cause us to incur cost that we will not recover in the sale. I am doing some research on the value but I estimate the minimum bid to be at \$5000 - \$7000.

Director of Ops and PW requested council approval to dispose of this asset.

Motion 16-056

F. Butt / D. Kennedy

Resolved that the Town of Carbonear advertise a tender to dispose of the old sweeper with a minimum bid to be determined by the Director of Operations and Public Works between \$5,000 and \$7,000.

Favour 5; Opposed 0; **Carried**

Capital Works Projects

I have contacted the consultant requesting an update on the completion of the LeMarchant Rd. project as well as the paving that was left over from last year. We should have approval from Municipal Affairs on the Hoyle’s Rd/Tyres Drung cross connection within the next few weeks, hopefully by the end of April. The contractor for LeMarchant Rd will get started at that time. I did not receive a response on the asphalt work in time to report at this meeting.

2016 Asphalt & Concrete Work

I am now starting to compile a list of asphalt work and concrete work for this year. If any councilors have something that they feel should be added to this list, please let me know and I will investigate the area.

Council requested the Director to try and get this work identified and out for tender before any capital works projects are tendered.

Councillor Noel asked if an improvement can be made in the application of calcium on the gravel roads. Discussed

Director of Ops & PW will investigate some options in this regard, rental of a machine to spread calcium and the purchase price of a better distribution system for the calcium application.

8. Finance

a) Operating Invoices: over \$2000.00
totaling.....**\$36,759.05**

Motion 16-056 **R. Noel / F. Butt**

Resolved that the Town of Carbonear approve for payment the list of operating invoices in the amount of \$36,759.05 as submitted to council.

Favour 5; Opposed 0; **Carried**

9. Regulations

No regulations listed.

10. New Business

11. Notices of Motion

No notices of motions were filed.

12. Adjournment

Motion 16-057 **R. Noel / B. Bowman**

Resolved that the meeting adjourn at 4:58p.m. with next meeting scheduled for April 18th, 2016 at 4:00p.m.

Mayor George Butt

Cathy Somers, Town Clerk