

Application was not approved.

5.1 Correspondence, requiring Council's decision

- a) None at this time

5.2 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

- a) Municipalities NL
-Info Note, November 25
-Info Note, December 2, 9, 14, 16
-Info Note, December 19
Copied to Council
- b) Miss Newfoundland & Labrador Pageant, January 21, 2017
Request for donation
Forwarded to Finance, Human Resources & Administration Committee
- c) Department of Municipal Affairs
▪ RE: Circular on Municipal Training Financial Assistance Fund
Copied to CAO, placed on file
▪ Municipal Recommendation Form (Crown Land)
Forwarded to Development Committee
- d) Communities in Bloom. 2017 National Edition
Deadline to apply, February 28, 2017
Forwarded to the Director of Recreation & the Recreation, Tourism & Culture committee
- e) Service Canada – Canada Summer Job Application
Deadline to apply, January 20, 2017
Copied to Director of Recreation & Economic Tourism & Development Officer
- f) Newfoundland & Labrador Youth Parliament
Request for financial contribution towards its annual session in February 2017.
Forwarded to Finance, Human Resources & Administration Committee

6. Committee Reports

- a) Finance, Human Resources & Administration
Budget 2017
Finance Chair, Councillor Ray Noel thanked the members of the Finance Committee, Council members and staff for their professionalism in the budget process. He then presented the Budget Report.
Motion 16-318 **R. Noel / B. Bowman**
Resolved to approve the 2017 Budget with operating revenues and expenditures of \$6,949,197 with the accompanying Tax Structure identifying the schedule of rates and fees for 2017 as presented.
Favour 6; Opposed 0; **Carried**

Deputy Mayor Butt thanked the Finance Chair and the Committee for their work in preparing the budget.

Councillor Noel noted that the household family income threshold for the Income Adjustment Policy is now being recommended to be changed from

\$35,000 to \$40,000. A motion is required to adopt the revised Income Adjustment Policy for property owners with a household family income of \$40,000 or less. Copy of policy attached.

Motion 16-319

D. Kennedy / B. Trickett

Resolved to adopt the revised Income Adjustment Policy for property owners with a household family income of \$40,000 or less.

Favour 6; Opposed 0; **Carried**

Council thanked the Finance Committee for their work during the budget process.

7. Reports of Chief Administrative Officer and Department Heads

a) Chief Administrative Officer

CAO reviewed the following items from her report with Council:

1. Financial Report—November

A report was distributed to Council.

No concerns were identified

2. Purchase of building and land—Pike’s Lane

This is still going through the process. I have finally been advised by the bank that they are now ready to advance the funds so the purchase should be completed by the end of the week.

The Charwood Manor would like to meet with Council early in the new year concerning purchasing a piece of the property to extend on their seniors housing.

3. Cross Roads Bridge Assessment

The Town are in receipt of a proposal forwarded by Harris & Associates to assess the Cross Roads Bridge by a Morrison Hershfield Limited (MH) in the amount of \$4,900 plus HST.

If Council would like to proceed with this, a motion of Council is required authorizing the work at a cost of \$4,900 plus HST.

Motion 16-320

D. Kennedy / B. Trickett

Resolved that the Town of Carbonear contract Morrison Hershfield Limited (MH) to complete an assessment of the Cross Road Bridge in the amount of \$4,900 plus HST.

Favour 6; Opposed 0; **Carried**

4. New Pumphouse/Bond Street Upgrade

For Council’s Information, I received an email from Harris & Associates that the lowest tender for the Bond Street component is \$963,863.88 which is \$264,915.72 below their estimate. This will be confirmed once Harris & Associates receive the tender documents from DTW.

Councillor Goff asked if Council could authorize some other project to be completed with the remaining funds. CAO advised that we would have to wait until the next round of funding is announced and she noted that we may still need more funds for the pumphouse side of this projects, as this part of the tender was for the Bond Street Upgrade component of the project.

8. Finance

a) **Operating Invoices:** over \$2000.00 totaling..... \$17,679.44

Motion 16-321

R. Noel / B. Trickett

Resolved that the Town of Carbonear approve for payment the list of operating invoices as submitted totaling \$17,679.44.

Favour 6; Opposed 0; **Carried**

9. Regulations

No regulations listed.

10. New Business

Councillor Kennedy noted that there is a problem with drainage by the McCarthy property on Adelaide Street and asked if a solution to this problem could be investigated. Matter will be referred to the Dir of Ops and Public Works for investigation.

Deputy Mayor Butt noted that there was an additional government announcement of \$12million for waste water funding.

Deputy Mayor Butt advised that he attended several functions on behalf of Council: Tricon Gentle Giants Christmas Party; Charwood Legion Manor Christmas Party, M. King Birthday celebrations, the Harris Christmas Party. and the Jannies Parade.

11. Notices of Motion

No notice of motions were filed.

Deputy Mayor Butt wished everyone a Merry Christmas.

12. Adjournment

Motion 16-322

R. Noel / B. Trickett

Resolved that the meeting adjourn at 4:24p.m.

The next meeting is scheduled for Monday, January 9, 2017 @ 4:00pm.

Deputy Mayor Frank Butt

Cathy Somers, Town Clerk