

**Town of Carbonear
Regular Council Meeting, March 7, 2016**

Minutes of a regular meeting of the Council of the Town of Carbonear
held in Council Chambers, March 7, 2016 at 4:00 p.m.

Members Present:	Mayor	George Butt
	Councillors	Ray Noel Bill Bowman David Kennedy Ed Goff Brenda Trickett
Also Present:	Chief Administrative Officer Director of Operations & Public Works Economic Development & Tourism Officer	Cynthia Davis Brian O'Grady Kai Bath
Absent:	Deputy Mayor Town Clerk	Frank Butt Cathy Somers

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1. Calling of Meeting to Order
Mayor Butt called the meeting to order at 4:00pm and welcomed everyone present. He extended regrets from Deputy Mayor Butt who could not be present due to work commitments. Birthday wishes were extended to Councillor Trickett.
 2. Adoption of Minutes
 - Regular Minutes – February 22, 2016
Motion 16-028 **R. Noel / B. Trickett**
Resolved that the minutes of the February 22, 2016 Regular meeting of Council be adopted as presented.
Favour 6; Opposed 0; **Carried**
 3. Business Arising From Minutes
Councillor Goff inquired about the status of the swimming pool change room tenders. It was reported that the Director of Recreation was working on them and had consulted with the Director of Operations and Public Works on some items. It was understood that the tender was near completion if not already completed.
 4. Delegations
None listed
 5. Correspondence, Permits & Development
 - a) List of Permits Issued #7152-7160 (List Attached)

Motion 16-029

D. Kennedy /B. Trickett

Resolved to approve the list of permits #7152 - 7160, 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**

Councillor Kennedy inquired about the permit for 36 – 40 Burnt Head Road. It was reported that there were issues with the location and size of the accessory buildings on the properties but the applicant agreed to combine the properties to meet the requirements of the Carbonear Municipal Plan and Development Regulations. The Town is currently waiting on submission of a business development application for a home based business operating at that address.

5.1 Correspondence, requiring Council's decision

a) Volunteer Week – April 10-16, 2016

Proclamation

Motion 16-030

B. Bowman /B. Trickett

***Whereas** the Town of Carbonear recognizes the enormous contribution that volunteers and community organizations make to the social, cultural and economic development of our province; and*

***Whereas** it has been recognized that more than 46% of Newfoundlanders and Labradorians over the age of 15 contribute an average of 151 volunteer hours each year, resulting in a significant and positive impact on the quality of life for our citizens; and*

***Whereas** the Town of Carbonear acknowledges the theme “the many faces of volunteering” for Volunteer Week 2016, and recognizes the many people who contribute to our community by volunteering; therefore*

***Be it resolved** that the Mayor sign the proclamation on behalf of the Town of Carbonear; and*

***Be it further resolved** to declare the period from April 10-16 in 2016 to be observed throughout the Town of Carbonear as Volunteer Week.*

Favour 6; Opposed 0; **Carried**

Volunteer Night in the Town will be held on Tuesday, April 12, 2016 in the same format as previous years.

5.2 Correspondence received and action taken

Council reviewed the following correspondence received and action taken:

a) Department of Municipal Affairs

Municipal Infrastructure and Engineering Branch

RE: Maintenance Assurance Manual for drinking water and wastewater systems

Forwarded to Chief Administrative Officer for review

b) Arthritis Society

Request for donation

Forwarded to Finance, Human Resources and Administration Committee

c) Office of the Information and Privacy Commissioner

- RE: Municipal Privacy Bulletin
Forwarded to Finance, Human Resources and Administration
Committee, copied to Chief Administrative Officer and Town Clerk
- d) Recreation NL
RE: AGM, Conference and Tradeshow, May 26-28, 2016
Copied to Director of Recreation
- e) Kids Eat Smart Foundation
KES Breakfast Blitz – Food Drive
Forwarded to Finance, Human Resources and Administration
Committee, copied to council
- f) Department of Fire and Emergency Services
RE: Fiscal Year Funding related to the Provincial Fire Protection Vehicle
Program and the Firefighting Equipment Program
Copied to Chief Administrative Officer and the Fire Chief
*The CAO reported that she emailed the Fire Chief recommending that
an application be made as there are capital funds allocated in the
budget for new equipment. If this application is approved, 80% funding
will be received from the province.*
- g) Municipalities NL
- Info Note – March 1, 3 & 4, 2016
- Info Note – February 26, 2016
- h) AXIS Career Services – Association for New Canadians
RE: Employment assistance for newcomers
Forwarded to Chief Administrative Officer and the Recreation, Tourism
& Culture committee
- i) Newfoundland Power
Open House, Saturday, March 5, 2016 (30 Goff Avenue)
Copied to Council and staff. Placed on Town website and facebook
page
- j) FFAW
Rural Works Campaign Update
Copied to Council, placed on file
- k) NLOSHA (NL Occupational Health and Safety Association)
RE: Conference 2016
Copied to Chief Administrative Officer and the Director of Operations
and Public Works
- l) NL Public Health Laboratory, Test results of water samples collected on
February 10 @ Columbus Drive, TC Square Mall, Department of Justice
and TCO. Results marked satisfactory. Placed on file.

6. Committee Reports

- a) Finance, Human Resources & Administration
Councillor Noel presented the following motion as recommended by the
Finance, Human Resources & Administration Committee:
Motion 16-031 **R. Noel / B. Trickett**
*Resolved that the Town of Carbonear become a member of the Federation of
Canadian Municipalities and approve for payment the 2016 membership fee of
\$815.31.*

Favour 6; Opposed 0; **Carried**

Business arising from the report included the celebrations that were being planned by the Royal Canadian Legion to celebrate the Battle of the Atlantic and legislation pertaining to the sale or lease of real property in the Municipalities Act and how it pertains to the Fox Farm Campground.

b) Public Works, Waste Management and Community Services

Motion 16-032 **R. Noel / D. Kennedy**

Resolved to approve the Carbonear Volunteer Fire Department By-Laws as presented to Council.

Favour 6; Opposed 0; **Carried**

Motion 16-033 **R. Noel / B. Trickett**

Resolved to approve the Procedure for Operation of the Carbonear Volunteer Fire Department as presented to Council.

Favour 6; Opposed 0; **Carried**

Motion 16-034 **R. Noel / B. Trickett**

Resolved to approve the Town of Carbonear Street Naming Policy as presented to Council.

Favour 6; Opposed 0; **Carried**

Motion 16-035 **R. Noel / B. Bowman**

Resolved to approve C & E Electrical Ltd to supply and install a 30 amp 12 circuit generator panel at the Carbonear Fire Hall at a cost of \$2,823 including material, labour, taxes and permit.

Favour 6; Opposed 0; **Carried**

Business Arising from the report included Fire Protection in the Line Road and the offer and compensation required to transfer a crown land lease on Goff Avenue to the Town for a municipal depot and sharing of services such as waste collection once contracts expire if there are savings to be realized.

7. Reports of Chief Administrative Officer and Department Heads

a) Director of Operations and Public Works

The Director reported on the following:

- Status of the Pike's Lane/Beach Effluent station
- Water main break on Highroad South on March 4 (Councillor Noel commented on how promptly staff responded and restored water service)
- Weather depending, the evening shift will be finished before or on before the end of March
- The Director of Operations and Public Works and the CAO met with the consultant on the new depot on March 4. The consultant will be forwarding a report on their findings. A meeting will be arranged this week to discuss those findings.
- Leak detection equipment and the new snake have been delivered
- Some seasonal workers have been recalled temporarily to operate the recycler to complete repairs to the roads that are in poor condition due to the freezing and thawing that has been occurring.
- Tender for the trailer mounted sewer jet/vacuum system. Due to requirements of the Public Tender Act, it will have to be retendered as neither submittal meets the specifications.

8. Finance
a) Operating Invoices: over \$2000.00 totaling.....**\$142,808.03**
Motion 16-036 **R. Noel / Bill Bowman**
Resolved that the Town of Carbonear approve for payment the list of operating invoices in the amount of \$142,808.03 as submitted to council.
Favour 6; Opposed 0; **Carried**
9. Regulations
None Listed
10. New Business
No new business.
11. Notices of Motion
a) Fire Department Regulations
The following is the motion that will be brought forward at the next regular meeting of Council:
R. Noel/D. Kennedy
Resolved to approve the Fire Department Regulations as presented to Council.
12. Adjournment
Motion 16-037 **R. Noel / B. Bowman**
Resolved that the meeting adjourn at 5 p.m. with next meeting scheduled for March 21st, 2016 at 4:00p.m.

Mayor George Butt

Cynthia Davis, CAO