

**Town of Carbonear
Regular Council Meeting, October 17, 2016**

Minutes of a regular meeting of the Council of the Town of Carbonear
held in Council Chambers, October 17, 2016 at 4:00 p.m.

Members Present:	Deputy Mayor Councillors	Frank Butt Ray Noel Bill Bowman David Kennedy Ed Goff Brenda Trickett
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Members Absent:	Mayor	George Butt
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Also Present:	CAO Town Clerk Director of Operations & Public Works	Cynthia Davis Cathy Somers Brian O'Grady
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1. Calling of Meeting to Order
Deputy Mayor Butt called the meeting to order at 4:08pm and welcomed everyone present.
 2. Adoption of Minutes
 - Regular Minutes – October 3, 2016
Motion 16-241 **R. Noel / B. Bowman**
Resolved that the minutes of the October 3, 2016 Regular meeting of Council be adopted as presented.
Favour 6; Opposed 0; **Carried**
 3. Business Arising From Minutes
No business arising.
 4. Delegations
None listed
 5. Correspondence, Permits & Development
 - a) List of Permits Issued # 7491- 7515 (List Attached)
Motion 16-242 **D. Kennedy / B. Trickett**
Resolved to approve the list of permits # 7491-7515, excluding 7504, 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**

Deputy Mayor Butt asked the requirements on the development on Remembrance Loop.
It was noted that issuance of permits is dependent upon the application

meeting the requirements of the Town Plan and Development Regulations. Before any permits were issued for housing developments on Remembrance Loop, Council made a motion several months ago to allow permits to be issued for residential development in that sub-division while the road is under construction, subject to the development applications meeting all other requirements of the Development Regulations.

Since that time, several permits have been issued and currently there is another application on file.

If the street is not up to standard, then the sub-division developer will be responsible for the road maintenance and snow clearing until the road has been conveyed to the Town.

Deputy Mayor Butt asked if we are going against our regulations in allowing these permits before the developers requirements for servicing and road development have been completed and if there could be any liability concerns for Council because of that.

Discussed.

Council in making that decision felt that they were dealing with a reputable developer, and did not want to deter development in the area.

Motion 16-243

D. Kennedy / R. Noel

Resolved to approve the permits # 7504 as per the application received and per the Town of Carbonear Municipal Plan and Development Regulations and other applicable regulations and policies.

Favour 5; Opposed 1; **Carried**

Deputy Mayor Butt opposed the motion.

5.1 Correspondence, requiring Council's decision

a) The Jessica Campaign & Safety NL

Proclamation to be signed to support National Teen Safety Week which takes place October 16 – 22.

Motion 16-244

B. Trickett / R. Noel

Whereas, driving is an important and exciting rite of passage for youth. It is also one of the riskiest activities for young people to engage in;

And Whereas, teen driver safety is a significant issue in Canada and across our province. Young drivers are over represented in all road-related injuries and fatalities.

And Whereas, Texting behind the wheel is equivalent to driving blindfolded for almost five seconds.

And Whereas, The Jessica Campaign & other injury prevention groups across NL are partnering to support National Teen Driver Safety Week (NTDSW), which takes place October 16-22;

And Whereas, Together we strive to create positive behaviour changes to reduce injury rates among teens.

And Whereas, National Teen Driver Safety Week is a week dedicated to raising awareness and seeking solutions to preventable teen deaths on the road across Canada. Everyone has a role to play in creating change amongst their peers, in classrooms and in their communities;

*Therefore, Be it Resolved that the Town Council of Carbonear, do hereby proclaim the third full week in October as **Teen Driver Safety Week** in the Town of Carbonear.*

Favour 6; Opposed 0; **Carried**

5.2 Correspondence received and action taken

Council reviewed the following correspondence and action taken:

- a) Kids Eat Smart Foundation
RE: Hosting a morning breakfast and KES Radiothon on November 15, 2016.
Forwarded to Finance, Human Resources & Administration Committee
- b) Property owner O'Driscoll's Lane
RE: Variance from Development Regulations
Forwarded to Development Committee
- c) Baccalieu Trail SPCA Dinner and Auction, Nov. 5 @ 7pm at Fongs
Copied to Council and Staff
- d) Property owner Wexford Road
RE: development permit
Forwarded to Development Committee
- e) Federation of Canadian Municipalities
RE: Request for donation to the Haiti Emergency Fund
Forwarded to Finance, Human Resources & Administration Committee
- f) Municipalities NL
 - Announcement on funding agreements Municipal Infrastructure, October 7
 - Announcement of Tidy Towns, 2016. Carbonear won in its population category
 - Public Advisory – Financial Assistance for residents and communities affected by flooding.
- g) Fire & Emergency Services
RE: Flood Alert for areas with flood risk mapping
Copied to CAO, Director of Operations & Public Works
- h) MMSB
Robin Hood Bay are now accepting OTR tires
Copied to Public Works, Waste Management & Community Service Committee
- i) Department of Transportation & Works
RE: Surplus Equipment 2016
Copied to CAO and the Director of Operations and Public Works
- j) Community Handicapped Association
RE: Request for donation
Forwarded to Finance, Human Resources & Administration Committee
- k) Workplace NL
RE: Fatigue Management in the Workplace
Copied to CAO and Department Heads

6. Committee Reports

- a) Finance, Human Resources & Administration Committee

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

- b) Public Works, Waste Management & Community Services
Councillor Trickett presented the following motion as recommended by the Committee:

Motion 16-245

B. Trickett / B. Bowman

Resolved to purchase a Water Flow Meter from K & D Pratt at a cost of \$6,853 plus HST.

Favour 6; Opposed 0; **Carried**

Deputy Mayor Butt noted that he is still getting a lot of requests from residents for the lines to be painted on Powell Drive.

Discussed. Director of Operations and Public Works to evaluate.

7. Reports of Chief Administrative Officer and Department Heads

- a) Chief Administrative Officer

The CAO reviewed the following from her report with Council:

1. Financial Report provided, no concerns to date.
2. Surplus Land 41—47 Goff Avenue

In communications with the Town's Lawyer on listing this land through the real estate agency.

3. Purchase of building and land—Pike's Lane

The Town and seller has signed an updated Purchase and Sale Agreement. Hoping to finalize the sale by the end of October.

4. Ice Control Materials Pick Up at Transportation and Works Site

Correspondence has been forwarded to the Department of Transportation and Works informing them that they Town has chosen option 1. The Town has to adopt a site specific safety plan and a generic safety plan template being provided by the Municipal Safety Council Newfoundland and Labrador (MSCNL). This has been attached for your information. I have amended the resolution made last meeting slightly to reference the plan required for adoption.

Motion 16-246

R. Noel / B. Trickett

Resolved to amend resolution 16-234 made at the Regular Meeting of Council held on October 3, 2016 to the following:

Whereas the Department of Transportation and Works will allow municipalities to pick up ice control materials ordered by the municipality; and

Whereas the Department of Transportation and Works requires a municipal endorsement passed by council which indicates all measures are in place to meet Occupational Health and Safety compliance standards related to the pick up of ice control materials;

Be It Resolved that the Carbonear Council adopts the attached Safety Plan for the pick up of ice control materials at the Transportation and

Works Depot at Route 70, Birch Hills, Bay Roberts.

Favour 6; Opposed 0; **Carried**

5. Emergency Plan

Work is ongoing with the Emergency Plan update. The committee will be meeting more regularly now that information required is more specific to the Town of Carbonear.

6. Development Regulation # 33

This amendment is to change the zoning for the new subdivision on the north side of Forest Road across from the east entrance to Blueberry Crescent to Residential Low Density. For Council's information, the amendment is registered by the Department of Municipal Affairs. There is one new dwelling application waiting for approval and a new access for an existing dwelling on the corner of Forest Road and the new dwelling.

b) Director of Operations & Public Works

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

New Depot

The drawings are completed and approved to go to tender.

The CAO has completed all the necessary documentation. The lawyer is now completing the purchase and sale agreement.

The owner has made good progress in cleaning up the site.

We have installed the new sewer line to the facility and will be completing the water line this week.

We have completed concrete repairs to the west end and have installed the new storm system in that area.

We have also grubbed off and leveled a large area around the building.

We are installing mixed stone behind the retaining wall along Rossiter's Pond to improve the appearance and prevent the wall from falling into the pond.

Crockers Cove Bridge

This project is now started. The bypass road has been installed and the old bridge is removed. The steel structure arrived on Friday, October 14th.

One footing is ready to be poured.

Bond Street Project

We had a preconstruction meeting with the engineer and the province regarding this project. This project will be prepared for a winter tendering and a spring start.

Other Items

The recent storm (Oct 10) that came up the east coast was on route to pass over Carbonear and reach our 100 flood risk level. We had crews out in advance to prepare for its arrival. Fortunately, then storm veered north and we did not get the full brunt of the storm. We only experienced minor should washout, etc. These were easily fixed the following day.

The province's line painting crews have completed the line painting on Columbus Drive.

The contractor

Councillor Noel inquired about the line painting and asked if Highways do the area off the ramp. Director advise yes, but only the apron of the intersections on the highway.

Councillor Bowman asked if the brush trimming was completed on the Chapel Hill exit on Columbus Drive. Director advised he would investigate the request.

Councillor Goff asked that the contractor could be contacted to do the concrete for both this year and next. He also suggested that some areas could be done with colored concrete. Director to evaluate the request. Discussed.

Motion 16-247 **D. Kennedy / B. Bowman**

Resolved that the Town of Carbonear investigate to determine if another contractor is available to completed the concrete work for 2016.

Favour 6; Opposed 0; **Carried**

The extension of the sidewalk out past the tunnel on Valley Road is a priority. Director of Operations and Public Works to determine if the sidewalk can be completed and if railing or jersey barriers would be needed.

8. Finance

a) **Operating Invoices:** over \$2000.00 totaling..... **\$97,680.48**

Motion 16-248 **R. Noel / B. Trickett**

Resolved that the Town of Carbonear approve for payment the list of operating invoices as submitted totaling \$97,680.48.

Favour 6; Opposed 0; **Carried**

9. Regulations

a) Heritage Regulations

Motion 16-249 **R. Noel / B. Bowman**

Resolved to approve the Heritage Regulations as distributed to Council; and Be It Further Resolved that any previous Heritage Regulations are hereby repealed.

Favour 6; Opposed 0; **Carried**

10. New Business

- Change of time for Regular Council Meetings for November and December only. Councillor Trickett advised that she would not be available on Mondays during the months of November and December and requested that Council consider changing the day of the Council meetings to Tuesday, commencing on Tuesday, November 8 until December 31, 2016.

Motion 16-250 **B. Trickett / R. Noel**

Resolved to change the Regular Council Meeting times for the months of November and December, 2016 from Mondays to Tuesdays, with the next meeting being scheduled for Tuesday, November 8th at 4pm.

Favour 6; Opposed 0; **Carried**

- Councillor Goff noted the he along with Mayor Butt and Councillor Noel attended the MNL Conference and also the Tidy Town Awards presentation. The Town of Carbonear received the Tidy Town Award for their population category. Council congratulated the residents, staff and Mr. Mac Bradbury for their work in this effort.
- Claude Garland Memorial Mayor's walk is tomorrow evening.
- Dog park opening is scheduled for Saturday at 2pm.
- Nov. 4 is the Fire Department and Special Events community bonfire.
- The Homefront play is being presented at the Theatre on Friday, Nov. 4th.

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

12. Adjournment
Motion 16-251 **R. Noel / B. Bowman**
Resolved that the meeting adjourn at 5:01 p.m.

The next meeting is scheduled for Tuesday, November 8, 2016 @ 4:00pm.

Deputy Mayor Frank Butt

Cathy Somers, Town Clerk